

**CITY OF SHOREVIEW
AGENDA
REGULAR CITY COUNCIL MEETING
October 3, 2016
7:00 P.M.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

PROCLAMATIONS AND RECOGNITIONS

CITIZENS COMMENTS - *Individuals may address the City Council about any item not included on the regular agenda. Specific procedures that are used for Citizens Comments are available on notecards located in the rack near the entrance to the Council Chambers. Speakers are requested to come to the podium, state their name and address for the clerk's record, and limit their remarks to three minutes. Generally, the City Council will not take official action on items discussed at this time, but may typically refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.*

COUNCIL COMMENTS

CONSENT AGENDA - *These items are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and placed elsewhere on the agenda.*

1. September 12, 2016 City Council Workshop Minutes
2. September 19, 2016 City Council Meeting Minutes
3. Receipt of Committee/Commission Minutes—
 - EQC Minutes; September 26, 2016
 - Planning Commission Minutes; August 30, 2016
 - Human Rights Commission Minutes; August 24, 2016
4. Verified Claims
5. Purchases
6. License Applications
7. Appoint Election Judges for the November 8, 2016 General Election

8. Authorize Execution of Easement Agreement – Lake Point and Court
9. Approve Change Order #2 – Gramsie Road Rehabilitation, City Project 16-05
10. Establish Project and Order Preparation of Feasibility Study – Colleen and Dawn Avenues and Rustic Place, City Project 17-01

PUBLIC HEARING

GENERAL BUSINESS

STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS

SPECIAL ORDER OF BUSINESS

ADJOURNMENT

*** Denotes items that require four votes of the City Council.**

**CITY OF SHOREVIEW
MINUTES
CITY COUNCIL WORKSHOP MEETING
September 12, 2016**

CALL TO ORDER

Mayor Martin called the workshop meeting of the Shoreview City Council to order at 7:00 p.m. on September 12, 2016.

ROLL CALL

The following attended the meeting:

City Council: Mayor Martin; Councilmembers Johnson, Quigley, Springhorn and Wickstrom

Staff: Terry Schwerm, City Manager

Ramsey County

Sheriff Department: Terry Soukkala, Undersheriff, Public Safety Services
Ty Sheridan

Sheriff Matt Bostrom arrived later in the meeting.

Lake Johanna Fire

Department: Fire Chief Tim Boehlke

North Suburban

Tobacco

Compliance

Project: Katie Engman, Project Director
Kristin Merter

DISCUSSION WITH RAMSEY COUNTY SHERIFF'S DEPARTMENT

Undersheriff Soukkala briefly described the five divisions in the Sheriff's office. The Public Safety Division covers patrol of the contract cities and also volunteers in community services, investigation and water patrol. The Courts and Security Division is downtown in the courthouse for civil and criminal process. The Detention Division has a facility that houses up to 500 inmates. The Regional Services Division works with multiple agencies with countywide functions. Conflict cases are handed over to Washington County, and Ramsey County handles conflict cases from Washington County. The Administration Division works with all divisions.

Over the last several years the general investigations caseload has doubled with the same number of investigators. This is the reason another investigator position is being added. Also, new staff

work proactively and make more arrests which increases the caseload. There are 37 deputies to answer patrol calls in the seven cities, six sergeants and one commander.

Mayor Martin noted that the outreach programs that were established before recent serious issues with law enforcement surfaced have been very effective and has helped to put a human face on law enforcement in the community.

Undersheriff Soukkala stated that reaction to the outreach programs has residents thanking officers almost on a daily basis. The 'Coffee with a Cop' program started in California. The concept was incorporated here. Every entity contacted--McDonald's, Caribou Coffee, Panera Bread--has been very receptive. It was decided that during cold weather, deputies will do the Coffee with a Cop inside with citizens. When it is warm, they will set up a trailer and do 'Hot Dog with a Deputy' in a park. Seven hot dog events were held this year.

The Sheriff's Citizens' Academy had 27 Ramsey County participants for six 3.5-hour sessions. The work done with Scouting Bay, the Lake Johanna Fire Department, military, National Guard, and public works were very well received. A survey was done of Neighborhood Watch signs. Eventually there will be new signs.

Councilmember Wickstrom asked if there would be an academy for newly elected officials. She suggested doing it every 4 years and emphasized how helpful it was to her. Undersheriff Soukkala stated that it can be done, but resources are needed. Other outreach programs that are being done include: After School Outreach, Community Emergency Response Team, Tobacco Compliance, Earth Week, Shoreview Citizens Academy assistance, School Patrol Recognition Event which brings out 1,000 kids. This year Night to Unite was a record year with 174 events and 63 deputies collecting school supplies. The SecureoNet program is a system of public cameras that businesses can sign up to be on in case a crime occurs. The Sheriff's Department can look up the owner of the camera and contact the business directly without having to go door to door to find them. This saves a lot of time.

Councilmember Johnson stated that Next Door is a program that is gaining traction as opposed to Neighborhood Watch because there is an instant connection to neighbors that is technologically driven. It is geographically based. Young families especially use these tools.

Undersheriff Soukkala noted that trailer theft is happening wherever there is a construction site. Officers are working proactively to set up a trailer to entice thieves so they can be caught. The Prescription Drug Drop Table is a nonstop flow.

Another reason for the budget increase is there was no contract for deputies, sergeants and commanders for 2015, 2016 and 2017. A proposal of consecutive increases for those years was 2%, 2.5% and 2.6% and was submitted to arbitration. Commanders won 3.2% as of January 2015 and made it retroactive. Sergeants and Deputies won 3.2% spread over 3 years through 2017. Mr. Schwerm added that the County has no say in arbitration decisions. Future budgets after 2017 have not been determined.

Undersheriff Soukkala stated that technology is RAIDS Online, which has a tutorial and crime mapping information. Efforts are being made to get the best information possible to the public. A new records management system will be coming on line. Eventually Everbridge will replace Code Red. It will be used for a community notification system. It is also used internally. All types of units and teams can be paged from one system.

Councilmember Quigley noted that the Community Survey response to public safety has been fairly consistent over the years. He asked what response can be given to politicization that has made the image of police more negative. Undersheriff Soukkala responded that a study was done of Minnesota communities and 86% surveyed reported a positive image of their local police department.

Mayor Martin stated that the biggest item in the City's budget is Public Safety, but she has received very few calls regarding policing in the city. She has received no complaints. People are well served and satisfied. She wants the Department to know how much they are appreciated.

Councilmember Johnson stated that it is not common for the police and firefighters work together as they do here. She commended Undersheriff Soukkala and his department and stated that the budget needs to be supported.

Councilmember Quigley asked the type of training given to first responders. Undersheriff Soukkala stated that the training is done in-house and focuses on certifying skills, such as CPR, AD, and oxygen therapy, rather than state certification which is more expensive. Mr. Schwerm noted that the Fire Department duty crews, who now respond to all medical calls, allows the Sheriff's Department to be on the street doing police work.

Undersheriff Soukkala emphasized that in each investigation, no matter what it is, the Department feels it owes citizens the best job possible. While prepared to use force if needed, officers are trained to give respect and compassion. A lot of training scenarios are practiced to use best practices.

Mayor Martin noted that Sheriff Matt Bostrom arrived at the meeting. He stated that budget priorities are for the market increase for deputies. Investigations are prioritized. He stated that the quality of life is broken when cars are broken into for valuables. In addition to theft, this problem destabilizes a community. It is wise to invest in those occurrences.

Sheriff Bostrom stated that there are 3,020 counties in the country and 87 counties in Minnesota. Ramsey County Communications Center handles over 1 million calls a year. Approximately 350,000 are dispatched. There are thousands of traffic stops, and many proactive site visits, stopping drug dealers. Extraordinary police work is going on. It is important for people to be treated well and have positive contact with the police. There is constant work to get better and improve relationships with the public.

Councilmember Springhorn asked the number of deputies on patrol overnight. Undersheriff Soukkala answered that 11 are out on a rotation basis of 10-hour shifts. Mr. Schwerm stated that

Shoreview pays for cars No.2362 and 2364, and a proportional share of a two-person traffic division. The two deputies strictly focus on traffic. Shoreview pays approximately 30% of the cost of the seven contract cities. There is an additional deputy for the afternoon peak call period seven days a week. Costs are allocated according to where the calls originate.

Mayor Martin again stressed that the Department's outreach is significant and that all efforts make a difference.

DISCUSSION WITH LAKE JOHANNA FIRE DEPARTMENT

Fire Chief Tim Boehlke stated that the first firefighters were all volunteers and built the first fire station themselves in 1943. By the time cities incorporated in this area in the 1950s, there were two fire stations. In the early years there was only basic training. The Fire Department is called for everything--fires, floods, wires down, hazardous materials, medical emergencies. Basic training has expanded into state certification at different levels. It became difficult to ask volunteers to do the job.

In order to fulfill services requested, a trained duty crew was started to staff fire stations at all times. This change has helped a lot. For the first time, firefighters have a set schedule. There is faster response time with better trained and qualified firefighters. At this time the duty crew system is working well. In another 10 to 20 years more full-time positions will likely be needed. Now the City is getting the service of a career Fire Department using part-time paid on-call people.

Last year there were 2,875 calls. Of those calls, 70% were EMS calls. Using all four fire stations, 75 firefighters and 18 trucks collectively among the four cities is a benefit that is saving money for each city. The Sheriff's Department and Allina are partners in this work. A lot of integrated training has taken place to be able to work well together. Mr. Boehlke expects that 2016 will end with over 3,300 calls. All firefighters are state certified and most are EMTs. There are 8 paramedics and 3 EMRs. The new national level is EMT with no First Responders.

Mayor Martin asked the reason the Fire Department has assumed more and more responsibility for medical calls. Mr. Schwerm responded that Chief Boehlke did not want duty crews sitting at the station. The actual number of working fire calls are relatively small. Medical training to respond to medical calls has proven worthwhile, as 70% of calls are medical. Firefighters can ride to the hospital and leave police officers available in the community.

Mr. Schwerm stated that over the next year Station No. 1 will be closed. Proposals are being accepted for sale of the property. Mr. Boehlke stated that the proceeds will go to the Fire Department General Fund. That will help buy down capital purchases. Mr. Schwerm noted that there are auto aid agreements with Vadnais Heights and Roseville. Structure fires have those two cities automatically responding.

Mr. Boehlke stated that five dispatching units in the county have been consolidated to one. Most vehicles have a computer that gives call information. In about a month, the County will begin closest unit dispatching for structure fires and cardiac arrests. A vehicle in Shoreview that is

closer than the Little Canada Fire Department will automatically be a responder to the call. The types of calls that could be added in the future would be strokes, drownings, and serious bleeds if neighboring communities agree.

Mayor Martin asked if this is the last year, with the duty crew in place, for large budget increases. Mr. Boehlke stated that next year an administrative position will be requested to help with technology management. The full implementation of the Duty Crew has now taken place.

Councilmember Johnson stated that as the City representative, she is impressed with Mr. Boehlke's leadership and the work done by the Lake Johanna Fire Department.

DISCUSSION WITH NORTH SUBURBAN TOBACCO COMPLIANCE PROJECT

Mr. Schwerm stated that in a previous meeting the focus was on compliance check data and minimum pricing on cigars, cigarillos and flavored tobacco products. Staff met with four or five tobacco vendors who were not supportive of minimum pricing because it puts them at an economic disadvantage to other cities. The products could then be purchased cheaper at other establishments. One option proposed was to require vendors to have identification readers to read drivers licenses. Almost all vendors request ID, but once ID is provided it is not always checked accurately and given back to the purchaser without checking age. The card readers are \$300 to \$400. Another option discussed was limiting youth access by restricting all flavored tobacco sales to tobacco shops. Youth are not allowed in tobacco shops. Both Minneapolis and St. Paul have implemented this action. Staff believes this would take all flavored products out of convenience stores.

Councilmember Springhorn asked if vendors would be opposed to restricting sales altogether. Mr. Schwerm stated he thinks the flavored tobacco products are a small item. It would be significant if no cigarette sales were allowed. Some vendors feel that they would lose customers who stop in to not only get flavored tobacco but also gas and other items. They can pick up everything at one place. Those customers may go elsewhere if flavored tobacco is not allowed to be sold.

Ms. Engman stated that it is known that 90% of sales are cigarettes. 5% include menthol and other products. It is estimated that 2% is flavored tobacco. Economically, the impact would be small, but restricting flavored product to tobacco shops would greatly impact youth use. She reported that both Minneapolis and St. Paul have restricted flavored tobacco to only in tobacco shops and also adopted minimum pricing. There was hardly a response to pricing. All the comment was on the flavored tobacco sales.

Quigley asked the reason for using menthol. Ms. Engman explained that doctors prescribe menthol to soothe sore throats from use of regular tobacco. It is considered a regular form of tobacco.

Mayor Martin stated that she received supportive letters for the Council to take a leadership role on this problem. She would like to make a move on restricting flavored tobacco sales but not menthol.

She would be willing to put the ordinance on the Council agenda and notify tobacco vendors. Also there would be an outreach to those supportive of such an ordinance for a fair hearing.

It was the consensus of the Council to propose an ordinance to limit flavored tobacco sales to tobacco shops only. Notices of 30 days will be sent to licensed tobacco vendors about the ordinance change. Public comment can be taken at the Council meeting when this matter is considered. Mr. Schwerm stated that if an ordinance is adopted, notice can be given regarding when it will take effect.

Motion by Councilmember Johnson to adjourn the meeting. Mayor Martin adjourned the meeting.

**CITY OF SHOREVIEW
MINUTES
REGULAR CITY COUNCIL MEETING
September 19, 2016**

CALL TO ORDER

Mayor Martin called the regular meeting of the Shoreview City Council to order at 7:00 p.m. on September 19, 2016.

PLEDGE OF ALLEGIANCE

The meeting opened with the Pledge of Allegiance.

ROLL CALL

The following members were present: Mayor Martin; Councilmembers Johnson, Quigley, Springhorn and Wickstrom

APPROVAL OF AGENDA

MOTION: by Councilmember Wickstrom, seconded by Councilmember Johnson to approve the September 19, 2016 agenda as submitted.

VOTE: Ayes - 5 Nays - 0

PROCLAMATIONS AND RECOGNITIONS

2016 Green Community Awards

Mr. Tim Pratt, Chair, Environmental Quality Committee (EQC), thanked staff for all their hard work on environmental issues. Five Green Community Awards are being presented:

Michael & Lisa Cartwright Residential solar installation
Mr. Cartwright and science teachers inspired the school district to install solar panels on six schools. This will save the school district over \$1 million over the next 25 years.

Barb Cayemberg Residential solar installation
Panels will pay for themselves in 8.5 years. Has pamphlet and data information for anyone who may be interested.

Paul & Michelle Gardner Rain Garden, Geothermal Installation and
Energy Efficiency Upgrades
Put in rain garden that absorbs water from the street and three downspouts off the house. Also installed geothermal heating/cooling system.

Mr. Pratt noted that on September 20, 2016, at the Community Center, there will be a workshop on solar panels for anyone interested.

Blake Huffman for Journey Homes

Geothermal and Energy Efficiency Design
Standards

Expect monthly winter heating bill for this home to be approximately \$20.

Ms. Shelly Myrland, Board Member of Journey Homes, stated that Journey Homes is a non-profit organization started by Blake and Joy Huffman. The mission is to help families affected from domestic violence and veterans with underlying issues obtain affordable housing. The house shown is for a marine with service-related disabilities and a family of 4 young children.

MAPE - Michell Doheny
(MN Association of Professional Employees)

Rain garden installation, pavement removal,
pavement removal, pollinator habitat,
cost-share funded - to prevent water entering
basement.

Mayor Martin thanked Chair Pratt and the entire community on their hard work. This committee has worked hard for positive and important results. The speaker series has been a very successful program.

CITIZEN COMMENTS

Mr. Al Dubiak, 4050 Crestview Lane, stated that the City implemented a 3.5% utility tax two years ago. It was reported that this tax would raise \$800,000 for enhancements. In two years \$1.6 million has been raised. There has been no report on how the money was spent. Secondly, there is a regional pond on open space behind his property. He believes that since water has been pumped into Snail Lake, the entire water table has been raised. The pond is 10 to 15 times its original size. Gramsie Road is closed because it is a flooded.

Mayor Martin stated that the franchise fees from the utility tax are invested in a Community ReInvestment Fund. The projects done with those funds are mainly park projects and Community Center improvement projects. Part of the reason for implementing the franchise fees is because the tall tower fees expired three years ago. The City had been receiving over \$100,000 for 25 years. Also, developer park dedication fees are minimal because the City is almost fully developed. City Manager Schwerm added that the City has an annual Capital Improvement Program (CIP) that is posted online. All projects that have been done and are planned with funds from the Community ReInvestment Fund are identified in the CIP. Examples of projects paid by the Community Reinvestment Fund include: 1) the new trail segment along Lexington Avenue north of County Road I to County Road J; 2) acquisition of residential lot on Highway 96 adjacent to Victoria to assist with the library project, although some funds were reimbursed; 3) new signage for the Shoreview Commons area. In addition, improvements to the Community Center and Shoreview Commons area are planned in the future.

Councilmember Wickstrom suggested an accounting of Community ReInvestment Fund expenditures for the truth in taxation meeting in December.

Mayor Martin stated that this summer almost every lake in Shoreview has experienced its highest water level in history. These are extraordinary conditions. The water that enters the pond near Gramsie Road comes from more than Snail Lake. Lake Owasso, Lake Wabasso, and Grass Lake also overflow into the Snail Lake Basin. Snail Lake has not been augmented for three years. It is a complex issue that the City is working on with the Watershed District and Ramsey County.

Public Works Director Maloney stated that at its last Council meeting, the Council approved a change order to the Gramsie Road contract for \$180,000 to raise a 500-foot segment of the roadway. Raising the road 2 feet will put the road about 9 inches above the water level today. Anything beyond raising the road 2 feet would mean a bridge project at a high cost. Staff does not believe a bridge is necessary. The schedule is undefined because it depends on how fast the water goes down. The preference is to get the work done this year. Emergency measures will be considered for the road to be open at least on a temporary basis if the work cannot be done this year.

COUNCIL COMMENTS

Councilmember Wickstrom:

The Community Solar Gardens workshop will be at the Community Center on Tuesday, September 20, in the Turtle Lake Room at 7:00 p.m.

The Lake Johanna Fire Department will be holding an Open House at the fire station on Lexington and County Road I on October 8, 2106, from 11:00 a.m. to 2:00 p.m. in honor of Fire Prevention Week.

On Friday, September 23, 2016 the final Friday Night Flicks will be held at 7:00 p.m. The movie being shown is *Minions*.

The Farmers' Market hours will be 3:00 to 6:00 p.m. beginning Tuesday, September 27, 2016, as it gets dark earlier. The last Farmers' Market will be Tuesday, October 18, 2016, which will be the Harvest Festival.

The Ramsey County Sheriff's Fright Farm will begin October 7, 2016. It will be on Friday and Saturday nights through October. A Low Scare event will be on Sunday, October 23, 2016, from noon to 4:00 p.m. for young children.

Councilmember Springhorn:

The fundraiser, *Taste of Northeast*, for Northeast Youth and Family Services will be October 6, 2016. Tickets are available at \$30, or \$40 at the door. Tickets can be purchased from Councilmember Springhorn or online at nyfs.org.

Although the existing library will be open a couple more months, the drop box behind the library has been permanently closed and a temporary drop box is available in the front of the library.

Councilmember Johnson:

On November 12, 2016, Mounds View School Foundation will hold the *Rockin' the Schoolhouse* fundraiser at Vadnais Commons. It is a big fundraiser for School District 621 and helps fund students taking the ACT test.

On November 14, 2016 the Lighting Ceremony for the Shoreview Commons will take place.

Residents are encouraged to look at the City's website and Facebook page to find out all the events that are taking place this fall.

Councilmember Quigley:

Cleanup Day will be Saturday, October 8, 2016. City Manager Schwerm added that Cleanup Day will be from 7:00 a.m. to noon, and it is an opportunity to get rid of many items trash haulers do not take, including electronic items. The process is streamlined and is now a set cost per carload. All are encouraged to take advantage of this service.

Mayor Martin:

The annual maintenance of the Tropics Water Park is close to completion. The pool is scheduled to reopen Saturday, September 24, 2016.

CONSENT AGENDA

Councilmember Wickstrom noted a correction to the City Council Meeting Minutes, Item No. 1, for September 6, 2016. On page 6, the spelling of Lyft was corrected. Councilmember Wickstrom noted that Uber serves only the very southern part of Shoreview.

Item No. 11 was pulled for separate consideration.

MOTION: by Councilmember Johnson, seconded by Councilmember Quigley to adopt the Consent Agenda for September 19, 2016, and all relevant resolutions for item Nos. 1 as amended through 12, with the exception of item No. 11:

1. September 6, 2016 City Council Meeting Minutes
2. Receipt of Committee/Commission Minutes:
 - Economic Development Commission, July 19, 2016
 - Economic Development Authority, August 1, 2016
 - Planning Commission, August 23, 2016
 - Bikeways & Trailways, September 1, 2016
3. Monthly Reports:
 - Administration/Community Development
 - Finance
 - Public Works
 - Park and Recreation
4. Verified Claims in the Amount of \$717,064.87
5. Purchases
6. Developer Escrow Reduction
7. Bid Award Sanitary Sewer Improvements - Bucher Lift Station, City Project 15-13

8. Accept Quote - Generator Hook-up at Schifsky Lift Station
9. Authorize Participation in Met Council's I/I Grant Program
10. Accept Donation of \$60 for the Shoreview Community Center
12. Accept Gifts/Donations for the 2016 Slice of Shoreview Days Event and Express Appreciation to Generous Sponsors and Donors

VOTE: **Ayes - 5** **Nays - 0**

Item 11 on the Consent Agenda: Appoint Joseph Floeder and Susie Jackson as Student Representatives to the Shoreview Human Rights Commission for Terms Ending 5-31-2017 and Anish Sethi for the Term Ending 5-31-2018.

Councilmember Springhorn stated when he served on the Human Rights Commission, he found that youth representatives are not just trying to pad their resume but come to meetings, work hard and make positive contributions. All committees and commissions have the ability to appoint youth members, and he encouraged more of them to consider that option.

MOTION: by Councilmember Springhorn, seconded by Councilmember Wickstrom to appoint Joseph Floeder and Susie Jackson as Student Representatives to the Shoreview Human Rights Commission for Terms Ending 5-31-2017 and Anish Sethi for the Term Ending 5-31-2018.

VOTE: **Ayes - 5** **Nays - 0**

PUBLIC HEARING - 2016 ASSESSMENT HEARING - TURTLE LANE/SCHIFSKY NEIGHBORHOOD RECONSTRUCTION, CITY PROJECT 15-01

City Attorney Beck stated that proper notice has been given for the public hearing.

Presentation by Public Works Director Mark Maloney

September 19, 2016 was set for the public assessment hearing for this project that was completed a year ago. Adoption of the assessment roll at this meeting means notices of adoption of the assessment roll will be mailed on September 20, 2016. This begins the 30-day payment period. If there are objections, adoption of the assessment roll would be delayed to the next scheduled Council meeting on October 3, 2016. Notice of adoption and beginning of the 30-day prepayment period would then be on October 4, 2016. Certification of the assessment roll to Ramsey County will be by November 15, 2016.

The project for Turtle Lane consisted of installation of concrete curb and gutter, replacement of asphalt pavement, replacement of water main services, replacement of sanitary sewer services, installation of storm sewer, and replaced or added LED street lights.

The Schifsky Road project included replacement of infrastructure with modern infrastructure.

The total project costs was \$1,892,600. The total amount of special assessments are \$139,900.68, which is 7.5% of the total cost.

Assessments for Both Projects:

Street assessment: \$1,348.84/lot unit - \$194.16 less than feasibility estimate
Maximum storm sewer assessment: \$1,120.00/lot - based on size of lot
Maximum single lot unit assessment: \$2,468.84

The assessments will be spread over a 10-year period. No objections have been received.

Mayor Martin opened the public hearing.

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to close the public hearing at 7:50 p.m.

VOTE: **Ayes - 5** **Nays - 0**

MOTION: by Councilmember Wickstrom, seconded by Councilmember Quigley to approve Resolution No. 16-87 adopting the assessment roll for Turtle Lane/Schifsky Road Reconstruction - Project 15-01, with any previously noted revisions, spreading said assessments over 10 years at 3.235 percent interest, with said installments to be equal payments.

ROLL CALL: **Ayes: Johnson, Quigley, Springhorn, Wickstrom, Martin**
 Nays: None

AUTHORIZE AGREEMENT FOR PURCHASE OF FINANCIAL MANAGEMENT SOFTWARE

Presentation by Finance Director Fred Espe

The Capital Improvement Plan (CIP) for 2016 includes funding to replace the City's financial software. The City's current financial software is 26 years old and no longer vendor-supported. The new system will allow for integration of programs and improve productivity of City staff.

Requests for Proposal (RFPs) were solicited in March 2016 and due May 11, 2016. Two qualified vendors were selected: BS&A and New World. On-site vendor software demonstrations were conducted in July 2016. In August 2016, there was a site visit for each software package--BS&A in New Brighton and New World in Blaine--as well as telephone interviews with vendor clients.

Staff found a number of features available with the BS&A software that is not available with New World. These include:

- Bank checking account reconciliation
- SAC and surcharge reporting
- Accounts payable and rental licensing programs

- Comprehensive cash receipting system
- Accommodation of City's current email system

BS&A also has a strong commitment to customer service and technical support. Support is statistically documented and recorded. Response to a service call is within 15 minutes. BS&A will refund 100% of price of the software within the first year if the City is not satisfied. Over the past 25 years BS&A has had a 99% customer retention rate. Custom programming with BS&A is preserved from version to version.

New Brighton recently transitioned from the same system Shoreview has to BS&A. The feedback received indicated that implementation was well planned and organized. Customer service and training was outstanding.

The cost for BS&A software is \$394,440. The CIP provides funding of \$350,000 to cover this project. The remaining cost of \$45,800 would be funded by utility funds. Within the agreement with BS&A, increases are capped at the level of the Consumer Price Index. New World has increased costs annually at 5%. The City's 2017 operating budget includes annual maintenance costs. Staff recommends purchase of the BS&A Software.

Councilmember Johnson stated that given the significant investment for the City, she asked if BS&A is the best option for the future with all that is happening with software. Mr. Espe responded that staff began research on this purchase two years ago. BS&A is privately owned with a policy not to expand without being able to accommodate service needs of clientele. New World was recently purchased by Tyler. It is unclear whether both the Tyler and New World software will continue to be serviced. Staff is very confident with the site visit and information received from BS&A as well as their customer base.

Councilmember Wickstrom asked if customization is included in the annual cost. Mr. Espe stated that some customization was included in the base bid. A lot of customization can be done internally. BS&A includes all customization in each upgrade.

Mayor Martin expressed her appreciation for the amount of time and research done by staff on this project.

MOTION: by Councilmember Quigley, seconded by Councilmember Springhorn to approve and authorize an agreement with BS&A Software for the purchase of a Financial Management Software system in the amount of \$394,440.

ROLL CALL: **Ayes: Quigley, Springhorn, Wickstrom, Johnson, Martin**
 Nays: None

Mayor Martin asked the timeline for this project. Mr. Espe answered about 1.5 years to fully implement the programs for both the Finance Department and Community Development.

PLANNED UNIT DEVELOPMENT CONCEPT REVIEW, 4188 LEXINGTON AVENUE, WOOLPERT, INC.

Presentation by City Planner Kathleen Castle

Woolpert, on behalf of Waterwalk, has submitted a Planned Unit Development (PUD) Concept Stage Review to amend an approved PUD at the property 4188 Lexington Avenue. The proposal is to develop the vacant portion of the property with an extended stay hotel/apartment complex.

In 1987, a PUD was approved for this 15-acre parcel for development of three single-story office buildings that would each have approximately 50,000 square feet. The underlying zoning is Business Park. Site improvements include a private driveway, storm water infrastructure and grading. One office building was developed on the south side of the property. Conservation easements that were in effect on the undeveloped land have been extinguished. The property is platted CIC (Common Interest Community), which would have to be amended for this development concept and land use.

The Concept PUD is to develop the site adjacent to Lexington Avenue with a corporate lodging, extended stay hotel/apartment facility. The proposal is for two four-story buildings with a total of 153 units. The building height would be 55 feet. The maximum building height is 35 feet. Height may be increased if for each foot of height added an additional foot of setback is also added. A building of 35 feet would require a 75-foot setback from a residential property; a height of 55 feet would require a 95-foot setback. The existing driveway would be used with access off Lexington. A minimum parking setback would be required of 20 feet from the street right-of-way and residential land uses. Parking stalls would be required at a rate of one per unit and one stall per employee. Parking is shown surrounding the buildings with a total of 162 stalls.

The property is within Policy Development Area 11, Shoreview Business Campus, in the Comprehensive Plan. The land use is designated as O, Office and RM, Medium Density Residential. Hotels are not a permitted use in the O and RM zoning districts as they are classified as commercial. A Comprehensive Plan Amendment would be necessary for this proposal to move forward. The property is surrounded with residential land uses with low density residential to the north, medium density residential to the east and high density residential to the south. To the west is Arden Hills where there are some business uses. Generally, staff discourages commercial use in residential areas. Although Lexington is an arterial roadway, the property is not on a corner. Ramsey County will require the traffic study done in 1984 to be updated.

The property is within the Rice Creek Watershed District (RCWD). A permit from RCWD is required. City Code limits impervious surface to 70% of the lot area. This can be increased to 75% with the use of BMPs (Best Management Practices). A deviation through the PUD for lot coverage is not permitted.

Property owners within 350 feet were notified of the proposal. A number of comments were received expressing concerns about height, noise, glare, crime, property values, storm water, loss of privacy, loss of undeveloped views.

The Planning Commission reviewed and discussed the following in regard to this proposal:

- Traffic
- Lighting
- Operation/management
- Building height
- Intensity of use
- Compatibility with residential land uses
- Ground water
- Integration with development of the remaining vacant property.

Mayor Martin asked if the setbacks take into consideration the additional height requirement of 95 feet. Ms. Castle stated that the setbacks are at 75 feet. Councilmember Wickstrom referred to the setback line that is only at 55 feet. Ms. Castle stated that line was shown as the setback line on the original PUD. Weston Woods was developed after that PUD approval. Councilmember Wickstrom stated that it does not appear that the additional setback for height is taken into account.

Councilmember Johnson asked for clarification on the conservation easement. Ms. Castle explained that the property owner enacted a conservation easement on the eastern portion of the property in 1993 to the Minnesota Forestry Association and in 1996, an additional conservation easement over the northern portion. In 2009, the property owner extinguished the conservation easement with the Minnesota Forestry Association.

Councilmember Quigley stated that this proposal would need a Comprehensive Plan Amendment as well as a PUD amendment. He has no general concern about a change in use, but the setback issues must be resolved. That will determine landscaping. The building height is a primary concern because this site is at 1000 feet--one of the highest sites in Ramsey County. Building C is a concern and what happens with that. Lexington is an arterial road with heavy traffic. The business model is aggressive, but the website only shows one and says 11 will be developed soon. He is concerned as to whether the business plan is viable. If there are extended stays with families, recreation opportunities will be needed. Noise and light are also a concern. He is not making a recommendation, but he will be looking for these issues to be addressed by the developer.

Planning Commissioner Thompson emphasized that over 50 comments were received. The residents from Weston Woods are very well organized in presenting their concerns. Snow removal is another concern. One resident stated that she stayed at such a facility. It is very much like a hotel. It needs to be decided whether this use is truly a benefit to Shoreview. The applicant stated at the Planning Commission meeting that the average stay is 77 days; the average stay in a hotel is three nights.

Councilmember Wickstrom stated that her first concern is that the Comprehensive Plan does not allow commercial use on this property, and she does not believe this is a good site for commercial use. The old Deluxe MSB Building across from Green Mill on Gramsie would be a good location to consider this type of use. There are 15 to 20 feet of difference in height between the residential homes and this site. A four-story building would in effect be a six-story building next to these houses. That would be incompatible. With the required setbacks, two buildings would not fit.

Councilmember Springhorn echoed Councilmember Wickstrom's comments. He visited the site and tried to visualize this proposal fitting in. It is difficult to imagine it, and he does not believe this is a good site for the use.

Councilmember Johnson agreed with previous comments. She noted that there is an extended stay facility on Old Highway 8 and Highway 96. It is difficult to believe people stay 72 days. The one on Old Highway 8 appears to be a hotel. Even with the businesses in this area--Boston Scientific, Deluxe, Land O'Lakes--she has not heard of any request for this type of facility for temporary employees that would come in for a few months at a time. There is also the perfect location by Green Mill that was mentioned by Councilmember Wickstrom.

Mayor Martin emphasized that the City did not solicit this proposal or ask for it or even encouraged it. Any property owner can request anything of government. It is the analysis of the Planning Commission and City Council to decide if the proposal is in keeping with Code. She agreed with the other Councilmembers that Commercial use is a concern adjacent to the residential property. The height difference to the property to the south exacerbates the issue. The building is too high for the site given the surrounding land uses. She also has a concern about water. It is not surface water that causes problems; it is ground water coming from below ground. The retaining wall was necessary when Weston Woods and the office building were built. There are a number of unique issues. This is not to say this proposal is not welcome in the community, but she has concerns about the proposed site.

Ms. Mary Beth Conley, 1090 West Cliff Curve, stated that she does place executives in these types of places for two and three days. Execu Stay places business employees who need this type of lodging in furnished apartments.

Mayor Martin stated that all comments will be passed on to the developer.

WEED ABATEMENT - 597 HIGHWAY 96

Presentation by City Planner Kathleen Castle

Staff is requesting an order for vegetative growth abatement at 597 Highway 96. Section 211.060 of City Code requires that the exterior of all properties be kept free of noxious weeds. Grass and lawn areas cannot exceed 9 inches in height. Section 210.020 is the City's Abatement Procedure. The property owner is notified in writing of the hearing process and given time to correct the conditions. In this instance, the property owner and the contract for deed holder were notified. The City has posted notice twice this year for tall grass and weeds.

The property has been mowed. However, staff requests authorization for abatement due to the site history and having to post notice twice. Abatement authorization will allow nuisance conditions to be abated in the future. The property will be monitored through 2016 and 2017 growing seasons and abatement ordered if needed.

Mayor Martin opened the meeting to any comments or questions from the property owner or anyone who would wish to speak to this issue.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Springhorn to adopt Resolution No. 16-89, pursuant to Section 210.020(A), approving the abatement of vegetative growth for the property located at 597 Highway 96 and to charge the property owner/contract for deed holder the cost of the abatement, including administrative costs. The City Manager is authorized to monitor the property throughout the 2016 and 2017 growing seasons and to abate any vegetative growth on the property that does not comply with City regulations.

ROLL CALL: **Ayes: Springhorn, Wickstrom, Johnson, Quigley, Martin**
 Nays: None

ADJOURNMENT

MOTION: by Councilmember Wickstrom, seconded by Councilmember Quigley to adjourn the meeting at 8:50 p.m.

VOTE: **Ayes - 5** **Nays - 0**

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE ____ DAY OF _____ 2016.

Terry Schwerm
City Manager

DRAFT

Minutes

ENVIRONMENTAL QUALITY COMMITTEE

September 26, 2016 7:00 PM

1. CALL TO ORDER

The meeting was called to order at 7:10 PM.

2. ROLL CALL

Members Present: Tim Pratt, John Suzukida, Lynne Holt, Susan Rengstorf, Kathy Radosevich

Members Absent: Lisa Shaffer-Schrieber, Paige Ahlborg, Leslie Sharkey

Staff Present: Tom Wesolowski

3. APPROVAL OF AGENDA

The agenda was approved with no changes.

4. APPROVAL OF MEETING MINUTES

The meeting minutes from August 22, 2016 were approved with no changes.

5. BUSINESS

A. Workplan Tasks

a. Evaluate Green Community Awards

The awards were presented at the September 19th Council meeting and 4 of the 5 winners were present. Committee felt the awards process went well and felt no changes are required.

b. Review Community Solar Gardens 101 Workshop

John S. provided and went over a handout with a review of the workshop. The handout is attached to the minutes. The handout also includes information on the possibility for community solar on the Shoreview maintenance center roof, a tour of the Falcon Heights solar installation, and a Shoreview businesses using solar update.

c. Brainstorm Speaker Series Topics

The topics discussed and the EQC member/City staff looking into the topic and potential speakers include:

Green Cleaning – Paige A.

Planting for pollinators – Kathy R.

Water quality issues & protecting our natural resources – Tim P.

Drinking water quality – Tom W.

Food waste prevention – Tim P.

Revolving loan fund for energy efficiency – Committee decided this information may be best provided as an article in the ShoreViews.

EQC members and City staff will gather information and the final speaker series topics will be determined at the October meeting.

- d. Assign ShoreViews articles due November 15th (Jan-Feb short edition)

Speaker series – Tim P.

Yard waste sites open during winter & organic collection at sites – Tom W. will check to see if this type of information was in previous ShoreViews.

Trim or cut-down Oak and Ash trees during winter - Tom W. will check to see if this type of information was in previous ShoreViews.

Will work out final articles at October meeting.

- e. Goal Setting for 2017

The goal setting was postponed until the October meeting.

B. Public Works Update – Tom W.

- a. Natural Resources Specialist Position Update

There were a number of applicants for the position and 13 individuals were interviewed, 5 will be brought back for a second interview.

- b. Gramsie Road/Grass Lake Area

Due the high amount of rainfall this year, water in the Grass Lake area is very high and has flooded a portion of Gramsie Road, requiring the road to be closed. Many of the trails in the adjacent Ramsey County Open Space are also under water. City staff is working with representatives from Ramsey County Public Works and Parks and the Ramsey-Washington Watershed to create a comprehensive GIS map with all of the stormwater drainage infrastructure that drains to the Grass Lake to provide a better understanding of the drainage basin. It is expected the map will be completed this winter.

- c. Lake Owasso/ Wabasso Park Improvements

Ramsey County is planning to upgrade the Lake Owasso/Wabasso Park area in 2017. Stormwater management for the park is tied to the section of Owasso Boulevard North adjacent to the park, so City staff will be working with Ramsey County Park staff and the Ramsey-Washington Watershed this winter to create a comprehensive stormwater management plan for the park areas and the section of Owasso Boulevard North.

Once the plan is complete it will be determined what stormwater BMPs will be installed with the park upgrades and what will be installed when Owasso Boulevard is reconstructed in 2020.

- d. 2017 Road Rehabilitation Project

The City plans to reconstruct Dawn and Colleen Avenues east of Hodgson Road and the section of Rustic Place that extends from Dennison Avenue to Galtier Street. City staff will be starting the process of collecting information and preparing the feasibility study.

C. Other – No other items were discussed

D. Adjournment -8:15 PM - Next regular meeting – October 24th, 2016

Shoreview EQC

September 26, 2016

Community Solar night update:

- About 25 attendees, including Ady Wickstrom, Tom, Paige, Tim, Susan and John
- Good questions, discussion
- Two community solar developers

Possibility of community solar on Shoreview Maintenance Bldg:

- Very rough draft proposal handout from Cooperative Energy Futures, one of the solar developers who displayed at our Community Solar night
- Drawings projected, sent to Tom for first impressions
- Discussion on options

Falcon Heights:

- Julie Drennen has been in touch with and they have offered a tour of their solar installation on the city building. Patty Holmes is their EQC chair and Paul Moretto is Falcon Heights' Community Development Coordinator who works with their EQC
- Who should go on tour, our EQC, City Council members, Sandy Martin, perhaps we go first to investigate?

Businesses using solar update:

- After reach out efforts from Tom Simonson and Niki Hill, Shoreview Ass't City Manager and Business development manager, respectively, Target has expressed interest, Julie/John met this morning to map out **next step which will be email from John** to make introduction and see what they need or how they'd like to proceed. Other companies have responded that they will look into it within their organizations and get back to us for possible interest.
- **Julie is putting together a benefit sheet** the "WIIFM" for businesses to use as a discussion item together with an iPad to demonstrate and show some of the resources available through organizations such as CERTS.
- **Julie is also following up** with her contact, Dave Johnson from Crossroads with whom we met, to see if he can persuade their internal solar champion to meet with us and/or give us more information as a case study of their investments and results.
- **I also met with Alan Wernke from Innovative Power Systems (IPS)**, a solar developer who was aware of the potential for using businesses with large roofs. He said that people are just starting to become aware of their roof as an asset, to generate rental income and be tied to a green effort such as community solar. This was very encouraging, since we have talked about it, started down that path but don't have a lot of case study examples! IPS has just completed a solar project for the City of Redwing, which can be a good example for other cities.
- **Short discussion at EQC: who should go on "sales call" to interested companies; John and Julie, perhaps Tim and/or Paige?**

SHOREVIEW PLANNING COMMISSION MEETING MINUTES August 30, 2016

CALL TO ORDER

Chair Doan called the August 30, 2016 Shoreview Planning Commission meeting to order at 7:02 p.m.

ROLL CALL

The following Commissioners were present: Chair Doan; Commissioners Ferrington, McCool, Peterson, Solomonson, and Wolfe.

Commissioner Thompson was absent.

APPROVAL OF AGENDA

Chair Doan moved item 2.D. Comprehensive Sign Plan to be considered as item 2.B. on the agenda.

MOTION: by Commissioner Ferrington, seconded by Commissioner Peterson to approve the August 30, 2016 Planning Commission meeting agenda as amended.

VOTE: Ayes - 6 Nays - 0

NEW BUSINESS

SITE AND BUILDING PLAN REVIEW

FILE NO.: 2628-16-27
APPLICANT: RIVER OF LIFE CHURCH
LOCATION: 4294 HODGSON ROAD

Presentation by City Planner Kathleen Castle

This application is for a one-story 158 square foot addition to put in ADA compliant bathrooms. The existing bathrooms on the main floor and lower level will be remodeled. Exterior materials will be used that match the existing building.

The Comprehensive Plan designates this property as Institutional (INST). Churches fall within the Institutional land use. Zoning is R1, Detached Residential. Churches are allowed in R1 district through the Site and Building Plan Review process when there is a finding that there is no conflict with adjoining property. The setbacks of the addition exceed the minimum required with 110 feet from the south side lot line and 300 feet from the east lot line. Staff finds that there is no conflict with adjoining residential and park properties.

Presentation by City Planner Kathleen Castle

The application is for a Comprehensive Sign Plan Amendment at Gramsie Square to add advertisement for a new tenant, Minnoco Fuel Station, to the existing free-standing sign. The proposed sign will use the same pole as the existing sign.

The approved Comprehensive Sign Plan for this site includes:

- Wall signs for the shopping center
- Pylon Sign:
 - Maximum height of 25 feet
 - Maximum sign area of 80 square feet
 - Price display area of 6 square feet
 - Advertisement of Gramsie Square with address
 - Tenant panels that are uniform in color and lettering

The pylon sign exceeds Code standards for height and area, but complies with the current approved Comprehensive Sign Plan. No deviations are proposed. The maximum additional area for the gas price display is 6 square feet.

The name and address of the center will remain dominant. The proposed color change and fonts are reasonable for this multi-tenant building and are consistent with the wall signs. Staff is recommending approval with the conditions listed in the staff report.

Commissioner Ferrington referred to page 3 and noted the expectation of a second amendment. She asked for further explanation. Ms. Castle explained that there is a sign on the canopy that was not approved which will require a Comprehensive Sign Plan Amendment. That change was not included with this application because there are two different sign companies working on the signage, and it is important to the tenant that gas prices be posted as soon as possible.

Commissioner Ferrington asked the number of gas prices that will be posted. Ms. Castle stated that although more fuel types are offered than what the sign will show, two gas prices will be posted.

Chair Solomonson asked if the City prefers monument signs over pylon signs and whether a monument sign was discussed. Ms. Castle answered that both types of signs are permitted. A monument sign was not discussed.

Mr. Matt Duffy stated that he represents the applicant, Tom Schuette. He stated that the main request is for different colors and fonts.

Commissioner Solomonson asked the hours of operation of the gas station and the hours when the sign is lit. **Mr. Duffy** answered that the gas prices will be displayed 24 hours a day. When it is dark, there is a light that will come on to illuminate the tenant signs.

Commissioner McCool asked if the colors will be what is shown in the plan. **Mr. Duffy** stated that he put the colors in to show what it might look like. The tenants will choose the colors. He is unaware of any limitations the owner would put on tenants regarding sign colors. He believes each tenant will be able to choose. Commissioner McCool requested a condition that would link the sign colors with the building signage.

Chair Doan opened the discussion to public comment.

Mr. Tom Fishlove, 845 Gramsie Road, asked the strength of the illumination at night and the distance the light will be broadcast, whether it will impact any neighboring residents. **Mr. Duffy** stated he does not have exact numbers, but the LED lighting has dimming capabilities. The sign will comply with City limitations.

Commissioner Ferrington asked if there is a time restriction on the current illuminated sign. Ms. Castle stated that the City does not have time restrictions in the Code.

Commissioner Peterson stated that he, too, has a concern that the sign be dimmed consistent with other signs recently approved. Ms. Castle responded that restrictions have been placed on reader board message signs but not pylon signs. She asked if the gas station is open 24 hours and whether a time limit on the sign would have an impact. **Mr. Duffy** stated that his company has had to comply with reader board message sign restrictions, but has never had a request for lighting in and interior cabinet to be shut off. Ms. Castle clarified that the City has no restrictions for this type of sign but noted that there are residents across Rice Street in Vadnais Heights.

Commissioner Solomonson agreed with Commissioner McCool regarding color. He would like to see one color unless if there is a logo.

Commissioner Ferrington responded that colors and fonts are important for business identification. If this is a quality center, the landlord will not allow signage that does not fit with the development.

MOTION: by Commissioner McCool, seconded by Commissioner Ferrington to recommend the City Council approve the Comprehensive Sign Plan Amendment of Tyme Properties, subject to the two conditions listed and the addition of condition No. 3:

1. The sign shall comply with the plans submitted for the Comprehensive Sign Plan application. Any significant change will require review by the Planning Commission and City Council.
2. The applicant shall obtain a sign permit prior to the installation of any sign on the property.
3. The colors and fonts used within the individual tenant panels on the pylon sign must be consistent with the colors and fonts used in such tenants' building signs.

Findings of Fact:

1. The Comprehensive Sign Plan is consistent with prior City approvals for the project.

Discussion:

Commissioner Solomonson clarified that condition No. 3 means that the colors and fonts on the pylon sign must match tenant signage on the building.

VOTE:

Ayes - 6

Nays - 0

PUBLIC HEARING - PRELIMINARY PLAT, REZONING, VARIANCE

FILE NO.: 2630-16-29

APPLICANT: GOLDEN VALLEY LAND COMPANY

LOCATION: 0 GRAMSIE ROAD: PINS 26-30-23-13-0027 AND 26-30-23-13-0028

Presentation by Economic Development and Planning Associate Niki Hill

Applications have been submitted for a preliminary plat, rezoning and variance to plat 15.57 acres of vacant land for single-family residential lots. The two parcels are located north of I-694, west of Victoria Street and south of Gramsie Road and east of the tower properties. The zoning is currently UND, Urban Undeveloped.

The proposal is to subdivide the property into 7 lots to build single family detached homes. There is one outlot for future subdivision that will remain zoned UND. The seven lots would be rezoned to R1, Detached Residential. A variance is requested to waive key lot standards for 5 of the proposed lots on the eastern portion of the property. Access to the proposed lots would be from Gramsie Road. Existing sanitary sewer and water on Gramsie Road would be connected to the seven new homes.

The property is in Policy Development Area 13 in the Comprehensive Plan. The land use planned for this property is low density residential. There would be no significant or adverse impact to established residential uses to the north and to the east. The proposal would be 3.81 units per acre in density, not including Outlot A.

The proposed lots comply with the minimum standards of the R1 zoning district, which is a minimum width of 75 feet, a minimum lot depth of 125 feet and minimum area of 10,000 square feet. Five of the proposed lots are key lots, which means that the rear of the lot abuts the side lot line of an adjoining lot. Although key lots are discouraged, additional setback requirements are imposed to reduce the impact to adjacent property when they are developed. The lots comply with the 40-foot structure setback requirement, but they do not have the minimum required depth. A variance is requested to reduce the lot depth for the key lots to 130 feet.

The applicant states that when the property to the south is developed, as shown on the Ghost Plat, the five lots will then abut the future rear lot lines and not be considered key lots. A unique circumstance is that the right-of-way for Gramsie Road is 80 feet, which is 20 feet wider than the standard 60 feet. If a 10-foot right-of-way vacation were requested, the lots would comply with all key lot requirements.

The drainage pattern flows to a wetland area and to Gramsie Pond to the southwest. The storm water management plan complies with Shoreview and Rice Creek Watershed standards for water quality, quantity, best management and erosion control practices. An infiltration basin in the undeveloped Gramsie Road right-of-way will be used to treat storm water. Staff prefers the location of the infiltration basin in the right-of-way west of the Gramsie Road terminus because Gramsie Road right-of-way is not being developed for the foreseeable future. The location west of the terminus will allow better maintenance by the City. The storm water plan complies with City standards.

Proposed grading of the site shows that one of 17 landmark trees will be removed. Tree removal, tree protection and replacements plans are required with the final grading plan. Replacement trees are required at a rate of 3 replacement trees for each landmark tree removed.

The ghost plat shows Outlot A for future development, but it is not binding and does not mean that the neighboring properties are in agreement with the plan. There are concerns about future development of Outlot A due to limited access because of wetland areas. Staff's recommendation is that the applicant study the feasibility of access from the north or west. Staff also recommends consideration of preservation of this property due to limited access.

Staff finds that the proposal is reasonable. The subdivision complies with R1 zoning regulations in lot size and width requirements. Staff agrees that the 80-foot right-of-way is larger than a City street. Approval of the variance will not alter the character of the neighborhood.

Notices were mailed to property owners within 350 feet of the subject property. Eight comments were received expressing concerns about reduced lot width, impact on wetland and wildlife, increased traffic on Gramsie Road. The increased traffic and noise will alter the character of the neighborhood.

The DNR has expressed concern about the development of the ghost plat with a road crossing wetland where Gramsie Pond flows into Island Lake. Such a road would be almost entirely within the 50 feet OHW setback for Island Lake and adjacent to the shoreline of Island Lake. Wetland Conservation Act regulations would have to be followed. There is also concern about removing trees in the shoreland district. Rice Creek Watershed District (RCWD) is currently considering the application.

Staff from Ramsey County Parks are not interested in creating a park on Outlot A because it would be landlocked with few options for recreational activity or access. If the tower property were to become available, there would be access and there may be interest in putting in a park.

Staff finds that the proposed preliminary plat complies with the R1 Detached Residential zoning and subdivision standards. Rezoning is consistent with criteria for rezoning. Approval of the variance is recommended, and staff recommends the application be forwarded to the City Council with a recommendation for approval subject to the listed conditions.

Commissioner Solomonson suggested the proposed homes could be pushed further toward the front lot line to increase the back yard. He asked what access is possible to Outlot A so as not to create a landlocked parcel. Ms. Hill responded that there is access to Outlot A from the west and possibly from the north. City standards allow a front setback range of 25 to 40 feet.

Commissioner McCool asked if there has been any discussion of vacating 10 feet of right-of-way to achieve another 10 feet of lot depth. Ms. Hill answered that no formal request has been submitted.

Commissioner Peterson asked for clarification of the grading on Lot 7. Ms. Hill explained that although there is steep topography, Lot 7 is not in a bluff impact zone. City Code allows grading in the area. Ms. Castle added that a bluff impact zone refers to the grade and height of the slope. Commissioner Peterson noted the building pad is two feet from the buffer zone and asked how construction could occur without encroachment into the buffer zone. Ms. Hill explained that the building pad is where building can occur on the site but is not necessarily the footprint of the home. It is the responsibility of the developer to work within buffer zone regulations.

Chair Doan asked the definition of a ghost plat. He also asked about the soil on Lot 7 and whether the steep grade allows for a buildable lot. Ms. Hill explained that when a large parcel is being developed, the City requires demonstration of probable development patterns in the future from the developer. That is the purpose of the ghost plat, but it is not binding. Lot 7 is outside the 16.5-foot buffer to Gramsie Pond and is buildable.

Commissioner Ferrington asked if the boundaries of the seven lots could be extended 10 feet into the ghost plat so the lots would comply with key lot requirements. Ms. Hill stated that the property shown on the ghost plat is owned by a different party.

City Attorney Beck stated that proper notice has been given for the public hearing.

Chair Doan opened the public hearing.

Mr. Peter Kinaeble, Golden Valley Land Company, introduced his co-worker, Matt Pavak. Both are registered civil engineers and have been doing infill development projects for the last 10 years. They are working with Hanson Builders for construction of the new homes. He stated that the homes will be placed at 25 feet from the front lot line. If the variance is not approved, consideration would be given to applying for the 10-foot right-of-way vacation. It has been confirmed with the DNR that Lot 7 is not a riparian lot. It abuts the Gramsie Pond wetland, not Island Lake. There are no bluff impacts. The definition of a bluff meets a certain slope and reaches a height of 25 feet. The height of the slope on Lot 7 is 19 to 20 feet. There has been a soil engineer testing soils and has confirmed that all the lots are buildable and will meet City standards. The houses across Gramsie Road to the north are close to the 25-foot setback except for the one furthest west which has a deeper setback. It is expected that the outlot to the south will eventually be developed which is the reason for the ghost plat.

Mr. Dean Hanson, owner of Hanson Builders, stated he has been in business since 1979. His company is rated 6th in the State of Minnesota. The houses will be green friendly using the following:

- Water saving faucets and toilets
- Maximize natural lighting with windows
- Use local products when possible for a smaller carbon footprint
- Use sustainable materials, such as renewable wood products, stone, natural granites
- Highly energy efficient with high R-Value insulation, high efficiency HVAC systems, energy star windows, energy efficient appliances, heat recovery ventilator, low energy lighting, programmable thermostats

Each house is a custom home, move-up home. The houses are 52 to 54 feet wide. The price range might be \$500,000 to \$800,000.

Commissioner Ferrington asked the type of house that would be built on Lot 7 given the yard restrictions. **Mr. Hanson** stated that the yard would be small, and the back area abutting the wetland would be natural. The attraction will be the view of the pond.

Commissioner McCool asked how the lot width of 75 feet compares to what Mr. Hanson has built in other communities. **Mr. Hanson** responded that he is finding that lots are becoming smaller. He noted a popular development, Copper Creek in Plymouth, has lots that are 52 feet wide.

Chair Doan asked if the property south of Lots 6 and 7 to the peninsula is owned by Hanson Builders. **Mr. Kinable** answered that property is approximately 10 acres and is under purchase agreement to be owned by Golden Valley Land Co. The intention is to retain ownership of Outlot A for possible future development. He added that Lots 6 and 7 are platted at an angle because Gramsie Pond and Island Lake are not considered meandered water and the lot line is platted under water, not the shoreline.

Mr. Tom Fishlove, 845 Gramsie, stated that his biggest concern is the lot widths and setbacks for the houses. They will be much closer to Gramsie Road than the houses across the road that have lot widths of 100 feet. He would like to see each lot at 100 feet in width with a setback further than what is being shown due to the housing density of the neighborhood. That will change the character of the neighborhood. He asked if the additional electrical service will mean taking poles down and putting in underground wire. He noted that TJB Homes is marketing Gramsie Woods. He asked the relationship between TJB, and Hanson Builders. At the open house for residents, the prices were estimated between \$450,000 and \$550,000. He asked for clarification from what was stated earlier.

Mr. Joe Lux, 770 Gramsie, expressed concern about the ghost plan noting that at this time it is not possible to access Outlot A without crossing wetland. The City's Comprehensive Plan specifically states that access cannot cross protected wetland. The ghost plat should be modified to meet standards in the City's Comprehensive Plan. Also, current zoning of the outlot is as a natural area. The four homes on the point are non-conforming for the land use. Without a Comprehensive Plan Amendment, this plan cannot be approved.

Ms. Mary O'Neil, 815 Gramsie Road, noted a letter from Jennifer Sorenson from the DNR. She has been trying to reach Erica Hoglund at the DNR to request an Environmental Assessment Worksheet because of the wildlife that lives in this area. There are endangered bats that live along I-694. Bigger homes than exist in the area are being proposed on smaller lots. In the past, there has been discussion about connecting Gramsie Road to Lexington. She asked if this is again being considered. The neighborhood had previously asked for a sound barrier and were told that the trees provide a natural sound barrier. Trees will be removed with this development and she would like to know how this will be addressed. A final question is the square footage of the finished homes.

Ms. Heidi Tan, daughter of Mr. Tan at 808 Randy, stated that the ghost plat is not part of the development application. They are appalled to see the layout with a street cutting through their property. No agreement has been reached on what is shown in the ghost plat. She does not understand the justification for a variance. Rather than 7 homes, 6 homes could be built that are in compliance. The need for 7 lots has not been proven. Although Hanson builds beautiful homes, they do not reflect the styles that exist in the neighborhood. They are overly sized for the lot size. The homes need to be designed with sensitivity to the style that exists in the neighborhood.

Mr. Mike Tunnel, 800 Gramsie, stated that character of the neighborhood is subjective. He does not agree with crossing the wetland. Character is a certain type of house, certain size house, certain size of lot. The variance is only requested because Outlot A is not being developed. Should development occur, the lots will no longer be key lots and the variance not necessary. If the development of Outlot A is unlikely, he does not understand why a variance would be granted.

MOTION: by Commissioner McCool, seconded by Commissioner Wolfe to close the public hearing.

VOTE:

Ayes - 6

Nays - 0

Commissioner Ferrington asked for clarification of the ownership of the property. Ms. Hill explained that the entire property is owned by the Reiling family and the two lots will be subdivided into 8 parcels--the development of 7 lots, Parcel A and Outlot A, Parcel B, which includes the peninsula into the lake.

Commissioner Peterson quoted from the Surface Water Management Plan that, "wetland buffers may be required by the City to meet the intent of the Surface Water Management Plan, a 16.5 foot buffer is the minimum necessary to protect surface water from adverse developmental impacts. Deviation from this requirement may be approved during the applicable land use approval, including but not limited to Site and Building Plan Review, Subdivision and Planned Unit Development (PUD)." He asked if this application is an opportunity for the City to require an increase to the wetland buffer. Ms. Castle agreed that this process could allow requiring additional buffer.

Commissioner Solomonson stated that one of the reasons given to justify the variance for the key lots is the potential development that would eliminate the key lots. He is not sure that can be assumed. He would like to see the lot widths increased.

Commissioner Ferrington stated that reducing the development to six lots would allow for the added 15 feet of width needed, 90 feet. This would address one of the concerns of neighbors that the lots come closer to approximating the size of other lots in the area. By developing 6 lots with 90-foot widths, there would be no need for a variance.

Commissioner McCool stated that the proposed lots meet Code for width. What is driving the issue of the key lots is depth. There is extra depth with the added 20 feet of right-of-way of Gramsie Road. The setback of 40 feet can be achieved. Increasing lot width to better match the neighborhood is not answering the key lot issue of depth. The width of Gramsie Road right-of-way is a unique circumstance to this application. The ghost plat has no meaning because at this time the developer is choosing to not develop that parcel. If the variance is not granted, the developer could apply for vacation of the right-of-way.

Chair Doan responded to questions from residents. **Mr. Knaeble** stated that TJB Homes was asked to help with marketing studies. That work has been completed and TJB Homes is no longer working on the project. He agreed that at the neighborhood meeting he stated the starting prices would be \$450,000 to \$550,000. The upper range is not known. It is recognized that at this time it would be difficult to develop the property shown on the ghost plat, but it was required as part of the application. Xcel Energy will be installing electrical service. The electrical design cannot be completed until the project is approved. It is not known whether the lines will be buried. He noted that if a 10-foot vacation were requested, the homes would actually be 10 feet closer to the street. It was felt that the variance request would be more appropriate than moving the homes closer to the street.

Mr. Hanson, builder, stated that the main floor footprint will range from 1400 to 1600 square feet. The homes will be two stories. The second story is a little larger as it extends over the garage.

Chair Doan asked the Planning Commission's jurisdiction regarding an EAW or sound barrier from I-694. Ms. Castle responded that the City's jurisdiction is specifically to land use of the subject site. The EAW process is under the jurisdiction of the Minnesota Pollution Control Agency (MPCA). This project of 15 acres with 7 new single-family homes does not meet the threshold to require an EAW. The sound barrier is an issue for the Department of Transportation. There are spaces in the community designated as urban, natural or park. Those areas are intended to preserve wildlife corridors. This property is held in private. It is not within the City's Comprehensive Plan or the County plan to make this property into a park. Although there are impacts, staff looks at what has been designated as appropriate zoning in the Comprehensive Plan, which is R1, Detached Residential.

Chair Doan asked the City's position regarding connecting Gramsie Road to Lexington through the tower site. Ms. Castle stated that an extension of Gramsie Road is not in the City's

Comprehensive Plan. When the tower property is eventually developed is when the issue of extending Gramsie will be considered.

Commissioner Solomonson stated that as he reads Section 205.80(D)(1)(f) in the Code, the added setback required to key lots applies to the depth. Ms. Hill referred to subdivision Section 204 which states that 15 feet more depth or width shall be required for key lots. Commissioner Solomonson asked for clarification as to which is required.

City Attorney Beck stated that the 40-foot rear setback is required when the key lot abuts a side lot line. The regulation Ms. Hill refers to is a matter of amount of width or depth. In this case, depth is the issue.

Commissioner Peterson stated that Gramsie Pond is a sensitive area with the water flowing back and forth between it and Island Lake when water is high as it is now. A 16.5-foot buffer does not adequately address the runoff from the 20-foot hill on Lot 7. He would recommend using the state standards of a 25-foot buffer. That would mean developing six lots, not seven. There is inconsistency between the DNR concern about the steep slope and the recommendation that more information be obtained from RCWD.

Commissioner Ferrington agreed with a 25-foot buffer because the vegetation on Lot 7 will be bulldozed and no longer offer Gramsie Pond protection from the hill. Ms. Hill responded by referencing page 4 of the RCWD application which acknowledges the boundary of the existing buffer to the wetland and states that there is no impact of this development to the wetland. Specifically RCWD states that, "A WCA notice of application was given on 7-20-2016, review file 16-028R, and the boundary was noticed and approved on 8-16-2016. There is no proposed impact to the wetland." RCWD is the local government unit governing this wetland. The DNR agrees with the RCWD requirement.

Commissioner McCool asked if impact to the wetland means actual encroachment into the wetland for construction or runoff from the development site. Ms. Castle responded that clarification can be obtained from RCWD.

Chair Doan asked for an explanation of Best Management Practices (BMPs) in regard to runoff. **Mr. Matt Pavik**, stated that he is the engineer who has worked on the runoff issues with RCWD. The wetland buffer will be whatever is recommended by RCWD. The BMP is a way to capture and treat storm water running off from a developed area prior to its discharge downstream. On this project a 16.5 buffer is proposed. It is his experience that is plenty of width for water treatment. Designs are being finalized with RCWD and he is confident everything will be approved to RCWD standards. The DNR has reviewed the plans and approves the 16.5 foot buffer. RCWD is in the process of review. No comments have been made about the buffer, but whatever is recommended will be done.

Commissioner Peterson asked how the water is prevented from draining downhill. **Mr. Pavik** explained that the 16.5-foot buffer is proposed in place of flow through a grassy area or rain garden. The off-site system treats runoff from existing homes and is oversized. There is an

infiltration area that will be added before runoff drains into the pond. This infiltration system is being added to make sure runoff from the development is addressed.

Commissioner Solomonson stated that he would like to table this matter in order to obtain more information from RCWD regarding Lots 6 and 7 because of the conflicting statements from the DNR and RCWD. He would prefer to see six lots developed rather than seven.

Commissioner McCool stated that he is prepared to vote in favor of this application at this meeting. The developer has to get a permit from RCWD before proceeding. It is not up to the Planning Commission to engineer water runoff. He trusts RCWD to address the issue.

Chair Doan referred to Section 209.065 of the Code that refers to the minimum requirement of the City's Surface Water Management Plan that requires a 16.5 foot buffer to address impact from development. He asked if deviation means a reduction as well as an increased buffer. City Attorney Beck stated that typically deviation means a reduction, but he does not know the intent of the Code as he was not with the City when this portion was adopted. Deviation can mean change which would mean either an increase or decrease.

Ms. Hill added that staff did consult with the City Engineer on this issue who stated that a 16.5-foot buffer would be consistent with similarly classified water bodies. No additional buffer was recommended.

MOTION: by Commissioner Solomonson, seconded by Commissioner Wolfe to table this matter for an extended review period of 180 days for additional information from RCWD as to whether an increased buffer is recommended.

Discussion:

Commissioner Ferrington stated that she would like more information. This is a good plan, but there are issues with the number of houses and the topography.

Commissioner Peterson supported the motion because the regulation is a minimum of 16.5 feet. An increased buffer would allow better flow of water to the intended source for treatment. Additional technical information is needed to make this decision.

Commissioner McCool opposed the motion because he does not believe it is usual for the Planning Commission to design a buffer system.

Chair Doan stated that the plan complies with City Code. While he understands the concerns, it is difficult as a Planning Commissioner to have codes in place and then arbitrarily reduce the number of lots. He is not sure vacating 10 feet of right-of-way to achieve compliance would mitigate impacts. It may push houses closer to the street and have more negative impacts for neighbors. Tabling will allow the process to resolve the issues discussed. He is in favor of the motion.

Commissioner McCool offered an amendment to the motion, seconded by Commissioner Peterson to extend the review period an additional 60 days. Commissioners Solomonson and Wolfe accepted the amendment.

VOTE ON THE AMENDMENT

Ayes - 6

Nays - 0

VOTE ON THE MOTION AS AMENDED

Ayes - 5

Nays - 1 (McCool)

Chair Doan called a break at 9:55 p.m. and reconvened the meeting at 10:00 p.m.

PUBLIC HEARING - COMPREHENSIVE PLAN AMENDMENT, REZONING, PRELIMINARY PLAT, PUD-DEVELOPMENT STAGE

FILE NO.: 2630-16-30
APPLICANT: ELEVAGE DEVELOPMENT GROUP LLC
LOCATION: 3527 RICE STREET

Presentation by City Planner Kathleen Castle

On April 18, 2016, the City Council approved a 5-story mixed use building with 134 apartments and 6,800 square feet of commercial space and 14 townhome units on this property. A total of 274 off-street parking stalls were provided.

The applicant seeks to incorporate the property at 3527 Rice Street (recently acquired) into the approved development. The parking plan is modified to increase surface parking and reduce the amount of underground parking originally proposed. Access shown off Rice Street would not be a full access drive but would be for emergency vehicles only. Access is off County Road E.

The preliminary plat would combine 3527 Rice Street as Lot 2 of the mixed use building site. The plat is consistent with the City's subdivision standards.

The Comprehensive Plan Amendment includes a change of land use for the property from low density residential to mixed use. Adjacent land uses are low density residential, commercial, mixed use and office/commercial. The mixed use designation is appropriate because of the proximity of this property to the approved development. PUD zoning is consistent with the approved zoning for the mixed use development. Using the property at 3527 for additional surface parking will not have an adverse impact on adjacent land owners. The parking setbacks exceed the City's minimum 20 feet from residential property. The setback at the north lot line is 24 feet; the setback at the west lot line is 34 feet.

When the plan was approved, a deviation in parking was allowed to reduce the required parking. The revised parking plan increases the number of surface stalls and reduces the number of

underground stalls. The underground parking complies with City standards for 134 stalls. The added surface parking will better address parking for commercial businesses and resident visitors.

A portion of storm water will drain toward Rice Street. Catch basins will be installed in the parking lot to direct storm water into the City's storm water infrastructure. A Ramsey Washington Metro Watershed District permit is required. Impervious surface coverage is limited to 70%. The proposal is 61.8%.

A legal notice was published for this public hearing and notices were sent to Rustic Place neighborhood residents and the City of Vadnais Heights. Comments received focused on questioning the need for additional parking, the impact to single-family homes, landscaping and screening, snow storage and not allowing on-street parking on Rustic Place. MN/DOT commented on the plat and permit requirements. The Lake Johanna Fire Department commented on the need for emergency vehicle access off Rice Street. Ramsey County requires that the Rice Street access is only for emergency vehicles and not a full access drive.

Staff believes the additional parking addresses parking concerns previously expressed for the mixed use development. The proposal is consistent with policies and criteria for the Comprehensive Plan Amendment, rezoning and PUD. Staff recommends that the Commission send a recommendation to the City Council for approval with the conditions listed in the staff report.

Commissioner Solomonson asked if underground parking is being reduced whether the original space planned for underground parking is going to be repurposed. Ms. Castle referred this question to the developer. Commissioner Solomonson asked how the emergency access off Rice Street would function. Ms. Castle responded that the design will look like a trail but would allow emergency access. Knockdown bollards will be in place to discourage vehicles.

Commissioner McCool asked if fencing is included. Ms. Castle stated that the fencing along the boundary with Rustic Place would be extended.

City Attorney Beck stated that proper notice has been provided for the public hearing.

Chair Doan opened the public hearing.

Mr. Michael Mergens, Elevage Development Group (EDG), stated that the former owners of this property, the Johnsons, were especially concerned about the impacts of the mixed use development to their property. Elevage then sought to purchase the Johnson property and seeks to incorporate it into the mixed use development. Building underground is very expensive. Every parking stall is \$25,000. Adding surface parking will save on construction costs and provide surface parking for customers and visitors. Surface parking is less impact to neighbors than new buildings. The property would be incorporated into the Development Agreement with the same terms and conditions as approved previously.

Ms. Marsha Figus, 3538 Rustic Place, stated she is speaking on behalf of neighbors. The neighbors would like the property at 3527 to remain residential. The plan presented was approved with enough parking. Neighbors would like to see this property remain as green space. Neighbors are pleased. The home at 3520 Rustic Place has to have a new retaining wall, and once that work is completed, residents would like the 6-foot perimeter fence installed immediately. The earlier plan showed snow to be stored on the north side of the town homes. Drainage from that could encroach on 3520. Water percolation into the soil is going to become impermeable with townhomes and asphalt. That goes into the drainage pond on Rustic Place. When Ramsey County widened County Road E and Rice Street, it was required to increase the surface area of the drainage pond. Does the increase of impermeable surface of 60,000 square feet from this development mean that the pond will be enlarged again? It is a concern as to where drainage will flow. A tree management plan was requested. When trees are cut on Rice Street, she wants to be sure they are handled properly so oak wilt does not spread. Minnesota Statute 16B.328 addresses light pollution. Light trespass is defined as light being where it is not needed or wanted. Light diffuses in spite of cones placed on the towers. The light towers need to be lowered, or there will be issues with light. She asked if the townhomes are only 713 square feet, even though they are two stories.

Ms. Susan O'Neil, 3530 Rustic Place, stated that she wants to be sure that loss of underground parking now does not mean that in the future there will be attempts to redevelop the property at 3527. There are concerns about lighting. She has concerns about how the retaining wall will be rebuilt. The Johnson property that was sold was her sister, and it was not sold at a premium price. It was at a competitive price. There is a rumor that Cory Burstad's uncle was on the Planning Commission. It is a rumor that is icky, if true. The neighborhood is anxious for the development and she thanked the Commission for its hard work. She corrected the rumor. Mr. Dave Kroona was on the Economic Development Commission, not the Planning Commission.

Ms. Jane Calvin, 3565 Rustic Place, stated that in regard to the apartments, they are not premium and upscale. She requested acknowledgement of the current blighted properties of Elevage. She called into question the experience, professionalism and integrity of this developer.

Ms. Anna Shaberg, 3775 Rustic Place, stated that the house on 3527 is beautiful with a beautiful yard and beautiful view. It will be lost for a gain of six parking stalls to save the developer money. The Planning Commission stated that the parking provided was adequate when the project was approved. The home should be sold to someone else.

Mr. Nathan Anderson, 3565 Rustic Place, asked the ability of the City to continue to convert properties to mixed use. It is his understanding that for the City to convert residential property to mixed use, there must be a benefit received. The original reason given was that the two properties were blighted. That was largely due to the fact that they are located in a targeted PUD area. By design, the properties were allowed to fall into disrepair for this development to come in with 100 units, which was said to be too many. Yet it was approved with 154 units. He does not believe the property at 3527 can be incorporated into mixed use without seeing a benefit returned to the City. Residents would like to see green space. He requested the Planning Commission to ask the developer to do something professionally. In Mr. Mergens' presentation

he repeated five times the amount of money to be saved with the expectation that this will be approved.

MOTION: by Commissioner Solomonson, seconded by Commissioner McCool to close the public hearing at 10:45 p.m.

VOTE:

Ayes - 6

Nays - 0

Commissioner Solomonson stated that he is concerned about reducing underground parking stalls to put them on the surface. One issue previously raised about the project is lack of green space. The trail now cuts through a parking lot rather than going around the perimeter. He does not see a parking lot as a good transition to residential use. The mixed use building was pushed to the south to keep it away from residents. Now there is a parking lot as far north as possible. There needs to be a 50- to 60-foot setback and 26 parking stalls eliminated. The trail should go around the perimeter. The underground stalls were at 195 and now reduced to 143. He would like to see them increased to about 171. The surface parking should be 109, not 137 proposed. The City is losing underground parking, losing green space and losing the trail.

Commissioner Ferrington agreed that green space was discussed over and over. She was disappointed to find out that the added property did not add green space. If underground parking is lost now, it will never be added in the future. The loss of 52 parking stalls at \$25,000 a stall is \$1.3 million. That is a lot of money, but it does not equal what the community is giving up. To be able to pave an area in the future if parking is needed is better than giving up underground parking now.

Commissioner McCool asked if the emergency access has to be as far north as it is, and would it be possible to move some of the parking by moving the access further south and create more green space to the north. **Mr. Mergens** stated that part of the reason for the emergency access is to meet the turn radius requirement. As for green space, the development is well below the limit for impervious surface coverage. Commissioner McCool stated that he prefers surface parking because it can be used by residents or customers while underground parking is only for residents. He does not want to see parking pushed onto neighborhood streets. In the first plan he was concerned about the setback to the Johnson property. The new setback to the closest house with this plan is much further. He agreed that the City would not want to give up underground spaces and then in the future have a request for redevelopment with a new building. The PUD does not allow the developer to put up another building without coming to the City for approval.

Commissioner Peterson stated that this proposal is not imaginative and does not provide any significant benefit to the City. Green space is not increased and lighting is closer to the property line. The only benefit is the increased distance to the nearest home.

Commissioner Wolfe stated that he liked the plan that was approved because it worked for everyone. More tar for surface parking will not look good in the future. Underground parking should remain at its current level because this is an investment in the future.

Commissioner Solomonson agreed with Commissioner Wolfe and added that he believes that better buffering and transition to the residential neighborhood can be done with this added property.

Chair Doan called a break for the tape to be changed. The meeting was immediately reconvened at 11:02 p.m.

Chair Doan asked if there is a lighting plan. Ms. Castle stated that a lighting plan is required with the final PUD submittal. The plan will show the foot candle patterns and information on the light fixtures. Lighting must be shielded, directed downward and cannot exceed .4 foot candles at a residential property line.

Mr. Mergens responded to the question of building a fence immediately. He stated that terms of construction are stipulated in the Development Agreement. There is a construction fence during construction. The privacy fence would be done at the end of the project. He requested a straight up vote and would not agree to table this matter.

Chair Doan also stated that there is not imagination and creativity with the addition of this lot. Additional surface parking as a buffer is not what he would have wanted to see. He would prefer to table the matter to see how more green space can be accommodated and have more information on lighting.

MOTION: by Commissioner Solomonson, seconded by Commissioner Wolfe to deny the requests submitted by Elevage Development Group, LLC/Elevage Shoreview Holdings, LLC (EDG) to redevelop the 3527 Rice Street and incorporate the parcel into the approved mixed use development on the adjacent properties at 157 County Road E, 185 County Road E, 3521 Rice Street and 3500 Rustic Place.

Discussion:

Commissioner McCool stated that his preference would be to table.

Commissioner Peterson asked if findings of fact are needed. Ms. Castle stated that findings are helpful to the City Council. Commissioner Peterson suggested the following:

1. The proposed redevelopment plan will not have a significant improvement in the planned land use of the property.
2. The amended parking plan reduces underground parking and increases surface parking for the mixed use development.

Commissioner Solomonson suggested the motion to deny without findings and Commissioners provide discussion on the reasons for denial.

Chair Doan expressed his preference to table the application to see an improved plan. If denied, the plan goes to the City Council as is. He will vote against denial.

VOTE:

Ayes - 4

Nays - 2 (Doan, McCool)

Commissioner Solomonson stated that his reasons to vote for denial is because he would like to see more green space, no reduction in underground parking and parking to the north is too close to residents. The reduction in underground parking does not yield a benefit. The path should go around the perimeter of the site.

Commissioner Peterson agreed and stated he would like to see a win/win for the community, residents and developer.

Commissioner Ferrington emphasized that once underground parking is gone, it will never be recouped.

Commissioner Wolfe stated that the underground parking is a big part of the investment he voted for. That was a big benefit. That and the need for more green space is why he voted to deny.

MISCELLANEOUS

City Council Meetings

Chair Doan and Commissioner Thompson will respectively attend the September 6 and September 19 City Council meetings.

ADJOURNMENT

MOTION: by Commissioner McCool, seconded by Commissioner Ferrington, to adjourn the meeting at 11:19 p.m.

VOTE:

Ayes - 6

Nays - 0

ATTEST:

Kathleen Castle, City Planner

**HUMAN RIGHTS COMMISSION
DRAFT MEETING MINUTES
August 24, 2016**

CALL TO ORDER

Co-Chair Wedell Ueki called the meeting to order at 7:01 p.m. with the following members present:

Present:

Richard Bokovoy
Mark Hodgkinson
Elaine Carnahan
Mary Johnson
Gene Nichols
Lisa Wedell Ueki
Julie B. Williams

Excused:

Samuel Abdullai

Also present was Rebecca Olson, Assistant to the City Manager.

APPROVAL OF MINUTES

Commissioner Williams mentioned that on page 2, paragraph 3 in the first sentence, that reads "...due to the small number of HRC Commissioners who would be unable to attend." Should reflect that numerous commissioners were unable to attend, not just a small number. Ms. Olson suggested deleting the word "small". Commissioner Nichols moved that the minutes of June 22, 2016 be approved with the suggested change of deleting the word "small". Commissioner Carnahan seconded the motion. The motion was adopted unanimously and the minutes were approved.

VOTES FOR WOMEN RECAP

Commissioner Wedell Ueki stated that there was good turnout at the filmfest, but she was disappointed that more commissioners weren't able to attend. Ms. Olson stated that 90 people had signed up to attend and based on her rough counts at the event approximately 70 people were in attendance that evening. Commissioner Williams stated that it was a good choice of films and that they were well done. Commissioner Johnson felt that it would have been a nice touch to also have refreshments at this event. She also stated she thought it was good to partner with Roseville on events such as this as it elicits good cooperation among different organizations.

NATURALIZATION CEREMONY

Commissioner Wedell Ueki asked to discuss the Council's input regarding the proposal to host a Naturalization Ceremony. Commissioner Wedell Ueki felt that the Council's input on hosting the naturalization ceremony at City Hall versus the new library was inconsistent with her proposal. Commissioner Wedell Ueki had worked with the Ramsey County Library staff to come up with ideas on new programming to hold at the new Shoreview library when it opened. Ms. Olson stated that based on the discussion at the previous meeting, she thought that the direction she

was given by the Commission was to ask the Council if they would prefer to host the event at City Hall or at the Library given that this was a new initiative of the Commission. Council stated that their preference was to host it at City Hall since it is a government building and it would give them an opportunity to introduce the new citizens to local government. She explained that if the Commission wanted to hold the event at the Library, then Ramsey County Library staff should be the ones who take the lead on the event, and the HRC can help sponsor or co-host it. However, if the HRC wanted to take ownership of the event, council's preference was to hold it at City Hall. The Commission discussed several options on where to hold the event and whether or not they wanted to co-host it with the Library or have it be an HRC event. Commissioner Nichols stated that he thought this would be a wonderful event and felt that the HRC should take ownership of it and host it at City Hall. Commissioner Williams stated that whichever decision was made, she wanted Council to be behind it 100%. Commissioner Johnson said she would like to see the Council discuss it more at a Council meeting. Ms. Olson stated that she would discuss with the City Manager about getting further Council input.

SHERIFF'S DEPARTMENT DISCUSSION

Commissioner Nichols had asked to have this topic on this agenda. He mentioned that in June he had proposed that the HRC do something in relation to Black Lives Matter or All Lives Matter to continue to improve relationships between the Sheriff's department and residents of Shoreview. The HRC was never able to decide on an event to host, but they did have a meeting with both the Ramsey County Sheriff as well as the Ramsey County Attorney. The Sheriff's department has since done several 'Hot Dog with a Deputy' events, which they have said arose out of the conversation with the HRC. Commissioner Nichols asked how we can do something similar to help create an atmosphere where people want to live.

Commissioner Wedell Ueki suggested hosting an event in the parks and inviting the Sheriff's department. She thought that by having the City host an event rather than the Sheriff's department, it might relieve some of the burden for the Sheriff. Ms. Olson suggested discussing this with the Parks and Recreation Commission for their input. There was consensus to continue to work on something, whether that was a new event, or leveraging other existing events.

POSTER CONTEST/ESSAY CONTEST

Ms. Olson indicated that the letters for the teachers for both the essay contest and poster contest were included in the HRC packet. It was suggested that the HRC send out correspondence earlier so teachers had more time to plan for these events. Ms. Olson will be sending the letters out in early fall.

OTHER

The Commission discussed the desire to have student representatives on all committees/commissions. Commissioner Hodkinson moved that the HRC recommend to the City Council that there be a student representative on all committees where appropriate. Commissioner Nichols seconded the motion. The motion was approved as a recommendation.

ADJOURNMENT

Commissioner Williams moved that the meeting be adjourned. Commissioner Bokovoy seconded the motion. The motion was approved unanimously. The meeting was adjourned at 8:54 p.m.

MOTION SHEET

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve the following payment of bills as presented by the finance department.

Date	Description	
09/27/16	Accounts payable	\$281,193.75
09/27/16	Accounts payable	-\$154,850.86
09/23/16	Accounts payable	\$12,153.84
09/21/16	Accounts payable	\$824,384.01
	Sub-total Accounts Payable	\$ 962,880.74
09/16/16	Payroll (including direct deposits)	\$165,503.76
	Sub-total Payroll	\$ 165,503.76
	Total	\$ 1,128,384.50

ROLL CALL:	AYES	NAYS
Johnson		
Quigley		
Wickstrom		
Springhorn		
Martin		

10/3/2016 Council Meeting

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
HOME DEPOT, THE	KICK OFF TO SUMMER SUPPLIES	220	43800	2200		004	-\$17.97	-\$84.21
		220	43800	2200		002	-\$66.24	
GENESIS EMPLOYEE BENEFITS INC	FLEX - MED/DEPENDENT CARE 9-9-16	101	20432				-\$162.50	-\$162.50
ARC SERVICES INC	REPAIRS TO POOL STAIRS AND RAILINGS	220	43800	3810		007	\$2,896.30	\$2,896.30
ASSOCIATION MAINTENANCE, LLC	TALL WEEDS & GRASS 189 JERROLD ST	101	11700				\$107.00	\$107.00
BARSNESS, KIRSTIN	SEPTEMBER 2016 E.D. CONSULTING	240	44400	3190			\$3,515.00	
		101	22020				\$712.50	\$4,227.50
BENNETT, LINDSEY	FAMILY YOGA WORKSHOP	220	22040				\$20.00	\$20.00
BRAUN INTERTEC CORPORATION	WTP CONSTRUCTION TESTING CP 14-02	454	47000	5910			\$904.75	\$904.75
BS & A	FINANCIAL SOFTWARE 1ST INSTALLMENT	422	40550	5750			\$105,745.00	\$105,745.00
C & E HARDWARE	TARP	101	42200	2180		001	\$19.99	\$19.99
C & E HARDWARE	HORNET SORAY	101	42200	2180		001	\$6.99	\$6.99
C & E HARDWARE	MAILBOX SUPPLIES PROJECT 16-01	578	47000	5950			\$5.34	\$5.34
CANADIAN PACIFIC RAILWAY COMPA	RR QUITE ZONE - LABOR - OWASSO BLVD N	579	47000	5900			\$31,477.83	\$31,477.83
CANADIAN PACIFIC RAILWAY COMPA	RR QUITE ZONE - LABOR JERROLD AVE	579	47000	5900			\$33,538.07	\$33,538.07
GOPHER	XL DUFFLE BAGS AND FIRST AID KITS	225	43510	2170		007	\$920.32	\$920.32
GOPHER	2XL DUFFLE BAGS	225	43510	2170		007	\$663.39	\$663.39
GOPHER	XL DUFFLE BAG CREDIT	225	43510	2170		007	-\$507.00	-\$507.00
GREEN LAWN UNDERGROUND SPRINKL	SPRINKLER REPAIR 16-01	460	47000	5900			\$20.00	\$20.00
HAMERNICK DECORATING CENTER	TILE REPAIRS DURING POOL SHUTDOWN	220	43800	3810		007	\$4,649.00	
KIRKEIDE, AMY	RSV# 1358606 REFUND REFUND	220	22040				\$50.00	\$50.00
LUNDBERG, MICHELLE	RSV# 1358618 REFUND REFUND	220	22040				\$25.00	\$25.00
	EDUCATION T.MILLS, M.LUCHT	101	44300	4500			\$160.00	\$160.00
MCMMASTER CARR SUPPLY CO	FLOATABLE SUPPLIES POOL	220	43800	2240		003	\$1,554.74	\$1,554.74
MEDICA	HEALTH INSURANCE: OCT 2016	101	20410				\$66,308.93	\$66,308.93
MINNESOTA, THE ARC	RSV# 1358602 REFUND REFUND	220	22040				\$1,000.00	\$1,000.00
NEOFUNDS BY NEOPOST	POSTAGE/INVOICE 310798/315047/318585	101	40200	3220			\$28.03	\$28.03
NORTHLAND CAPITAL FINANCIAL SE	FITNESS EQUIPMENT LEASE-SEPTEMBER 2016	220	43800	3960		005	\$1,388.62	\$1,388.62
OLSON, PEGGY	FOOTBALL CLASS (TURTLE LAKE SCHOOL)	220	22040				\$45.00	\$45.00
OLSON, REBECCA	MCMA WOMEN IN THE PROFESSION MEETING	101	40200	4890		001	\$46.39	\$46.39
PATTANAIK, SANAT	PRIVATE TENNIS LESSONS (1-ON-1; 60 MINUT	220	22040				\$170.00	\$170.00
REARDON, RICHARD	RSV# 1358612 REFUND REFUND	220	22040				\$50.00	\$50.00
RICOH USA INC.	MAINTENANCE:2352&3003 COPIES/8-23-9/22	101	40200	3850		002	\$213.36	\$213.36
S & S TREE SPECIALISTS, INC	CITY HALL OAK TREE TREATMENTS	101	43900	3190			\$749.88	\$749.88
SEIDENKRANZ, CAROL	RSV# 1358590 REFUND REFUND	220	22040				\$50.00	\$50.00
SOTANSKI, JAMIE	FOOTBALL CLASS (TURTLE LAKE SCHOOL)	220	22040				\$45.00	\$45.00
SRF CONSULTING GROUP INC	I694 WATERMAIN RELOCATE CP15-10	425	47000	5910			\$1,221.88	\$1,221.88
SUPPLYWORKS	PRESCHOOL PAPER TOWELS	225	43555	2170			\$124.00	\$124.00
USA INFLATABLES/USA GOLF GAMES	INFLATABLE & PHOTO BOOTH RENTAL - NYE	225	43580	3172		002	\$1,072.40	\$1,072.40
WANG, ENRU	FOOTBALL CLASS (TURTLE LAKE SCHOOL)	220	22040				\$45.00	\$45.00
WILS - WOMEN IN LEISURE SERVIC	WILS MEMEBERSHIP DUES, JR,SS,BS	101	43400	4500			\$75.00	\$75.00
WSB & ASSOCIATES, INC.	BUCHER LIFT STATION DESIGN CP 15-13	432	47000	5910			\$22,322.75	\$22,322.75

Total of all invoices: \$281,193.75

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COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
FLEXIBLE PIPE TOOL COMPANY	BATTERIES AND REPAIR OF 308	701	46500	2220		001	-\$259.90	-\$514.85
		701	46500	3190		002	-\$254.95	
FLEXIBLE PIPE TOOL COMPANY	CAMERA EQUIPMENT TRUCK MOUNTED UNIT 308	701	46500	5800			-\$196,921.00	
FLEXIBLE PIPE TOOL COMPANY	MANHOLE EXTRACTOR	602	45550	2280		001	-\$199.00	-\$199.00
ABM EQUIPMENT & SUPPLY INC	VAC TRUCK PUMP PARTS	701	46500	2220		002	\$931.03	\$931.03
AUTO NATION FORD WHITE BEAR LA	302 AIR BAG PARTS	701	46500	2220		001	\$154.96	\$154.96
BARTON SAND & GRAVEL COMPANY	RUBBLE DISPOSAL	101	42200	2180		002	\$270.00	\$270.00
BAUER BUILT TIRE AND BATTERY I	TIRE SUPPLIES 302	701	46500	2220			\$37.00	\$37.00
BEISSWENGERS HARDWARE	SMALL TOOLS	701	46500	2400		006	\$6.59	\$6.59
BEISSWENGERS HARDWARE	REPAIR OF DRAIN TO SS	603	45850	2180			\$15.38	\$15.38
BWBR ARCHITECTS	SERVICES THROUGH AUGUST 31, 2016	439	43800	5910			\$6,153.63	
COMMERCIAL ASPHALT CO	PATCH 2017 SEAL COAT AREA	101	42200	2180		002	\$333.72	\$333.72
DAYSRING PRODUCTIONS/AUDIO VI	COUNCIL CHAMBERS SOUND SYSTEM-7/22, 7/26	230	40900	3890			\$370.00	\$370.00
FERGUSON WATERWORKS #2516	VALVE BOX SECTIONS	601	45050	2280		004	\$1,103.34	\$1,103.34
FIRST LAB, INC.	DOT RADOM TESTING	101	40210	3190		001	\$191.90	\$191.90
FLEXIBLE PIPE TOOL COMPANY	BATTERIES AND REPAIR OF 308	701	46500	2220		001	\$259.90	
		701	46500	3190		002	\$254.95	
FLEXIBLE PIPE TOOL COMPANY	MANHOLE EXTRACTOR	602	45550	2280		001	\$199.00	\$199.00
GARELICK STEEL COMPANY	STOCK STEEL	701	46500	2220		003	\$110.00	\$110.00
GRANICUS, INC	QUARTERLY MAINTENANCE	230	40900	3890			\$1,500.00	\$1,500.00
IDENTISYS	ACCESS CARD RIBBON	220	43800	2180		002	\$121.65	\$121.65
INSTRUMENTAL RESEARCH INC	AUG 2016 SAMPLES	601	45050	3190		001	\$300.00	\$300.00
JY & GRAVEN, CHARTERED	CENTURYLINK FRANCHISE	230	40900	3190			\$1,881.25	\$1,881.25
MID CENTRAL DOOR	LOCKSET FOT MTCE CENTER	701	46500	2220		003	\$550.95	\$550.95
MINNESOTA EQUIPMENT	JD5115M SERVICE CALL	701	46500	2220		002	\$287.03	\$287.03
NORTHERN ELECTRICAL CONTRACTOR	REPAIRS DURING POOL SHUTDOWN	220	43800	3810		007	\$503.25	\$503.25
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40500	2010		008	\$33.83	\$99.71
		225	43520	2170		002	\$20.97	
		101	43400	2010			\$41.25	
		210	42750	2180			\$3.66	
OFFICE DEPOT	CALENDAR REFILLS	101	40550	2010		003	\$15.59	
		101	40200	2010		006	\$66.61	
		101	40500	2010		002	\$56.41	
		601	45050	2010		001	\$24.27	\$162.88
OFFICE DEPOT	CALENDAR REFILLS	101	42050	2010			\$33.92	
		101	44300	2010			\$10.28	
		220	43800	2010		001	\$104.95	
		101	43400	2010			\$121.58	\$270.73
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	225	43555	2170			\$12.90	\$72.20
		225	43555	2170			\$18.88	
		225	43400	3390			\$40.42	
ON SITE SANITATION INC	TOILET RENTAL FOR BUCHER PARK	101	43710	3950			\$380.00	\$380.00
ON SITE SANITATION INC	TOILET RENTAL FOR COMMONS PARK	101	43710	3950			\$380.00	\$380.00
ON SITE SANITATION INC	TOILET RENTAL FOR LAKE JUDY PARK	101	43710	3950			\$160.00	\$160.00
ON SITE SANITATION INC	TOILET RENTAL FOR MCCULLOUGH PARK	101	43710	3950			\$250.00	\$250.00
ON SITE SANITATION INC	TOILET RENTAL FOR RICE CREEK FIELDS	101	43710	3950			\$75.00	\$75.00
ON SITE SANITATION INC	TOILET RENTAL FOR SHAMROCK PARK	101	43710	3950			\$505.00	\$505.00
ON SITE SANITATION INC	TOILET RENTAL FOR SITZER PARK	101	43710	3950			\$380.00	\$380.00
ON SITE SANITATION INC	TOILET RENTAL FOR BOBBY THEISEN PARK	101	43710	3950			\$255.00	\$255.00
ON SITE SANITATION INC	TOILET RENTAL FOR WILSON PARK	101	43710	3950			\$380.00	\$380.00
ON SITE SANITATION INC	TOILET RENTAL FOR SNAIL LAKE SCHOOL	101	43710	3950			\$75.00	\$75.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
PROPET DISTRIBUTORS, INC	DOGIPOT LITTER PICK UP BAGS	101	43710	2240			\$172.90	\$172.90
SIMPLEXGRINNELL LP	FIRE ALARM CONTRACT FEES	220	43800	3190		004	\$1,518.76	\$1,518.76
SIMPLEXGRINNELL LP	FIRE ALARM CONTRACT FEES	220	43800	3190		004	\$385.45	\$385.45
SIMPLEXGRINNELL LP	ALARM MONITORING	701	46500	3196		002	\$593.51	\$593.51
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$1,453.60	\$1,453.60
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$109.60	\$109.60
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$102.00	\$102.00
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$26.87	\$26.87
T.A. SCHIFSKY & SONS, INCORPOR	PATCHING MATERIAL	101	42200	2180		002	\$374.08	\$374.08
TERMINAL SUPPLY CO	MASTER DISCONNECT SWITCH FOR 207	701	46500	2220		001	\$34.74	\$34.74
TRI STATE BOBCAT, INC.	BOBCAT OIL FILTER	701	46500	2220		002	\$9.89	
UNIFIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001	\$42.92	\$171.68
		601	45050	3970		001	\$42.92	
		602	45550	3970		001	\$42.92	
		603	45850	3970		001	\$21.46	
		701	46500	3970		001	\$21.46	
UNIFIRST CORPORATION	UNIFORM RENTAL PARKS	101	43710	3970			\$70.84	\$70.84
UNIFIRST CORPORATION	UNIFORM RENTAL PARKS	101	43710	3970			\$70.84	\$70.84
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970			\$62.48	\$62.48
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970			\$55.35	\$55.35
UNLIMITED SUPPLIES INC	HARDWARE FOR HOCKEY RINK REPAIRS	101	43710	2240			\$78.63	\$78.63
UNLIMITED SUPPLIES INC	HARDWARE FOR HOCKEY RINK REPAIRS	101	43710	2240			\$164.52	\$164.52
VAN PAPER COMPANY	TRASH BAGS FOR PARKS	101	43710	2110			\$115.71	\$115.71
YALE MECHANICAL INC	REPAIRS TO POOL AHU COMPRESSORS	220	43800	3810		007	\$18,202.27	\$18,202.27
ZIEGLER, INCORPORATED	OIL FILTER FOR CAT	701	46500	2220		002	\$29.22	\$29.22

Total of all invoices: -\$154,850.86

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COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		003	\$8.40	
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001	\$3.54	\$3.54
BSN SPORT INC	FLAG FOOTBALL DOWN INDICATOR	225	43510	2170		018	\$222.29	\$222.29
CRI ELECTRIC, LLC	CONTRACTOR IS NOT DOING THE WORK	101	32580				\$50.00	\$51.00
		101	32580				\$1.00	
CUB FOODS	500 TOURNAMENT REFRESHMENTS	225	43590	2174		002	\$338.77	\$338.77
DECORATIVE CONCEPTS LLC	POOL DECK SEALER & ANTISLIP COATING	220	43800	3810		007	\$1,800.00	\$1,800.00
FALK, ROBERT	FLAG FOOTBALL REF SEPT 10	225	43510	3190		018	\$50.00	\$50.00
FATKHIYEV, NATHANIEL L	SOCCER REF SEPT 10 & 17	225	43510	3190		007	\$80.00	\$80.00
GRAYSON, BRAD	SOCCER REF SEPT 10 & 17	225	43510	3190		007	\$125.00	\$125.00
HAWKINS, INC.	POOL CHEMICALS & SHUTDOWN SUPPLIES	220	43800	2160		001	\$2,398.66	\$2,398.66
HAWKINS, INC.	POOL CHEMICALS	220	43800	2160		001	\$324.01	\$324.01
MATHESON TRI-GAS INC	CO2 FOR WHIRL POOL	220	43800	2160		002	\$106.91	\$106.91
MOUNDS VIEW PUBLIC SCHOOLS	CHIPPEWA POOL STAFF TRAINING	220	43800	3190		007	\$41.25	\$41.25
NORTHERN TOOL/BLUE TARP FINANC	LOAD BINDER	701	46500	2220		002	\$33.98	\$33.98
ORIENTAL TRADING COMPANY	SPECIAL EVENT SUPPLIES- HALLOWEEN/SANTA	225	43580	2172		001	\$262.80	\$262.80
OTIS, JOSIAH	SOCCER REF SEPT 10 & 17	225	43510	3190		007	\$100.00	\$100.00
RAMSEY COUNTY TREASURER	LIFE INSURANCE: SEPT 2016	101	20414				\$2,576.61	\$2,786.61
		101	20417				\$210.00	
RICOH USA, INC.	MPC3003 (COPIER) C84066191 RENT	101	40200	3930		002	\$273.62	
RICOH USA, INC.	(3) MPC6502SP COPIERS RENT	101	40200	3930		002	\$1,947.00	\$1,947.00
THE KNOT	THE KNOT BASIC STOREFRONT 7/16-7/17	220	43800	2201			\$1,200.00	\$1,200.00

Total of all invoices: \$12,153.84

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
DAVIS, KEIONA	FACILITY REFUND	220	22040				-\$25.00	-\$25.00
20/20 WINDOW CLEANING	WINDOW CLEANING CC AND CITY HALL	220	43800	3810		003	\$2,800.00	\$2,800.00
A.H. STOCK MANUFACTURING CORP.	ACTUATOR-UNIT 303	701	46500	2220			\$493.67	\$493.67
AARP THOMAS NELSON	AARP 4HR SMART DRIVER CLASS 09.13.2016	225	43590	3174		003	\$560.00	\$560.00
ADVANCED ENGINEERING AND	WTP CONSTURCTION SERVICES CP 14-02	454	47000	5910			\$21,329.78	\$21,329.78
ALIMOHAMED, IQBAL OR BUTLER, S	REFUND CLOSING OVRPYMT-5627 DUNLAP AVE N	601	36190			003	\$89.39	\$89.39
AMAZON.COM	DISK DRIVE FOR HP STORAGE SYSTEM #5	101	40550	2180		001	\$62.00	\$62.00
AMAZON.COM	CELL PHONE CLIP: LEVASSEUR	101	40200	3210		002	\$13.53	\$13.53
AMAZON.COM	NEW YEARS EVE/PORTABLE INFLATOR PUMP	225	43580	2172		002	\$73.98	\$73.98
AUTOMATION DIRECT	DATA COMM. MOD. WATERSLIDE LT./SOUND SYS	220	43800	2200			\$146.00	\$146.00
BARES, PAULA	REFUND CLOSING OVRPYMT-5665 DONEGAL CT	601	36190			003	\$175.49	\$175.49
BEHRENS, FRED	PASS APRSSRD TYPE: ANNUAL MEMBERSHIPS P	220	22040				\$174.86	\$174.86
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		003	\$6.58	\$6.58
BELZ, MICHAEL	REFUND CLOSING OVRPYMT-3396 VICTORIA ST	601	36190			003	\$40.37	\$40.37
BEMIS, DENISE	REFUND CLOSING OVRPYMT-1718 TERRACE DR	601	36190			003	\$159.87	\$159.87
BLACK BOX CORPORATION-PENNSYLV	FIBER PATCH CABLES FOR FITNESS CLOSET	101	40550	2010		001	\$49.61	\$49.61
BLOMQUIST, MIKE	RSV# 1354156 REFUND REFUND	220	22040				\$25.00	\$25.00
BUYDIG.COM/PAYPAL.COM	DIGITAL SIGNAGE DISPLAY/PARKS FRONT DESK	101	40550	2180		004	\$297.00	\$297.00
C & E HARDWARE	SIGN SHOP SUPPLIES	101	42200	2180		003	\$4.20	
C & E HARDWARE	SIGN SHOP SUPPLIES	101	42200	2180		003	\$6.40	\$6.40
CANTEEN	COFFEE SUPPLIES	220	43800	2590		001	\$298.09	\$559.64
		101	40800	2180			\$261.55	
.COM	CANVA CREDITS	101	40400	3190			\$20.00	\$20.00
CENTRAL RESTAURANT PRODUCTS	HIGH CHAIR TRAYS	220	43800	2180		002	\$142.54	
CLASSIC CATERING/PICNIC PLEASE	SERVICE AWARD EVENT/WINTER	101	40210	4890		003	\$200.00	\$200.00
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590		001	\$397.92	\$397.92
COMCAST	MONTHLY CABLE SERVICES	220	43800	3190		001	\$185.44	\$185.44
COMCAST.COM	COMPLEX STAFF INTERNET SERVICES	230	40900	3190		002	\$139.85	\$139.85
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 09-16-16	101	21720				\$9,962.73	\$9,962.73
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS: 09-16-16	101	20420				\$156.50	\$156.50
COMMUNITY REINVESTMENT FUND	GMHC ADMIN FEES/AUG STMT/17a\$6/2a\$25	307	44100	4890			\$152.00	\$152.00
COORDINATED BUSINESS SYSTEMS	SEPTEMBER MITA LASER USAGE/MAINT FEE	101	40550	3860		004	\$209.47	\$209.47
CRAYOLA EXPERIENCE	SUMMER DISCOVERY FIELD TRIP DEPOSIT	225	43535	3190		001	\$622.91	\$622.91
CUB FOODS	SENIOR - APPLE CRISP & BINGO SUPPLIES	225	43590	2174		002	\$54.96	\$54.96
DAHLERUP, AL	REFUND CLOSING OVRPYMT - 211 GRAMSIE RD	601	36190			003	\$5.21	\$5.21
DANIELZUK, STEVE M	REFUND CLOSING OVRPYMT - 810 AMBLE RD	601	36190			003	\$9.07	\$9.07
DAVIS, KEIONA	FACILITY REFUND	220	22040				\$25.00	\$25.00
DHAKHWA, NIVA	RSV# 1354160 REFUND REFUND	220	22040				\$500.00	\$500.00
DISCOUNT SCHOOL SUPPLY	PRESCHOOL SUPPLIES	225	43555	2170			\$79.15	\$79.15
DUNN, ANDREW	REFUND CLOSING OVRPYMT-1091 EDGEWATER	601	36190			003	\$50.00	\$50.00
DYNAMEX INC	DELIVERY TO EAGAN POST OFFICE - 8/30/16	601	45050	3220		001	\$27.88	\$55.75
		602	45550	3220		001	\$27.87	
EAKMAN, TERESA	RSV# 1354176 REFUND REFUND	220	22040				\$25.00	\$25.00
EDELMAN, THERESA	RSV# 1354171 REFUND REFUND	220	22040				\$50.00	\$50.00
FENG, LIHUA	REFUND CLOSING OVRPYMT-1316 BUCHER AVE	601	36190			003	\$67.33	\$67.33
FIBERGLASS LAMINATORS COMPANY	REPAIRS TO WATERSLIDE POOL	220	43800	3810		007	\$800.00	\$800.00
FINANCE & COMMERCE, INC.	AD FOR BID BUCHER LIFT STATIO PROJ 15-13	432	47000	5950			\$276.93	\$276.93
FLAG FOOTBALLPLANS.COM	FLAG FOOTBALL PLAYBOOKS	225	43510	2170		018	\$19.99	\$19.99
FRANKLIN PIPE TOOL COMPANY	CAMERA EQUIPMENT TRUCK MOUNTED UNIT 308	701	46500	5800			\$169,921.00	\$169,921.00
FRANKLIN COVEY	CALENDAR REFILLS 2017	101	44100	2010			\$26.52	\$140.06
		101	42050	2010			\$79.57	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
		101	40500	2010			\$33.97	
GAS PLUS INC.	PREMIUM FUEL	701	46500	2120		001	\$110.70	
GENESIS EMPLOYEE BENEFITS INC	FLEX - MED/DEPENDENT CARE	101	20431				\$1,472.91	\$1,635.41
		101	20432				\$162.50	
GENESIS EMPLOYEE BENEFITS INC	VEBA CONTRIBUTIONS: 09-16-16	101	20418				\$5,985.00	\$5,985.00
GOPHER	COMMUNITY CENTER AIR COMPRESSOR	220	43800	2180		002	\$181.35	\$181.35
GRAND SLAM SPORTS	SUMMER DISCOVERY FIELD TRIP	225	43535	3190		002	\$2,312.02	\$2,162.50
		225	43535	3190		002	-\$149.52	
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$19.14	\$19.14
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$19.14	\$19.14
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$18.18	\$18.18
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$18.18	\$18.18
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$18.18	\$18.18
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GREAT LAKES HIGHER ED GUARANTY	61-3073149/EDELSTEIN	101	20435				\$251.04	\$251.04
HANES BRANDS/VISR.NET	SOCKS FOR RESALE AT COMMUNITY CENTER	220	43800	2591		002	\$588.33	
HEGGIE'S PIZZA, LLC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$138.60	\$138.60
HOLMQUIST, DAVID	REFUND CLOSING OVRPYMT-5677 DEER TRAIL E	601	36190			003	\$134.55	\$134.55
HOME DEPOT, THE	LEVEL	101	42050	2010			\$125.20	\$125.20
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE: 9-16-16	101	21750				\$5,548.61	\$5,548.61
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS PAYDATE: 09-16-16	101	20430				\$1,115.00	\$1,115.00
ILLG, MARLYS	REFUND CLOSING OVRPYMT-5654 CHATSWORTH	601	36190			003	\$25.14	\$25.14
KASHIF INTERNATIONAL CORP/PAYP	DISK DRIVE FOR HP STORAGE SYSTEM #8	101	40550	2180		001	\$113.00	\$113.00
KOUDELA, MARY BETH	RSV# 1354178 REFUND REFUND	220	22040				\$25.00	\$25.00
KURTZ, DANIEL OR KATIE	REFUND CLOSING OVRPYMT-5910 CARLSON ST	601	36190			003	\$17.03	\$17.03
LAKE JOHANNA FIRE DEPT	HOUSING INSPECTIONS DURING MONTH OF AUG.	101	44100	3190			\$107.94	\$107.94
LARSON, LAURA	KIDS' GARAGE SALE	220	22040				\$17.00	\$17.00
LITTLE CAESARS PIZZA	SUMMER DISCOVERY FAMILY NIGHT PIZZA	225	43535	2170		002	\$374.94	\$374.94
LIU, DALONG	REFUND CLOSING OVRPYMT-5639 PARK PL DR	601	36190			003	\$208.04	\$208.04
MADISON NATIONAL LIFE	LONG TERM DISABILITY: SEPT 2016	101	20412				\$1,821.46	
MAILFINANCE	POSTAGE MACHINE LEASE:7/4/16-10/3/16	101	40200	3220			\$462.90	\$462.90
MANLEY, KATHY	REFUND CLOSING OVRPYMT-5550 KNOLL DRIVE	601	36190			003	\$258.74	\$258.74
MATHESON TRI-GAS INC	CO2 CYLINDER STRAPS	220	43800	2160		002	\$24.74	\$24.74
MATHESON TRI-GAS INC	CO2 FOR WHIRL POOL	220	43800	2160		002	\$116.57	\$116.57
MCCAREN DESIGNS INC	MONTHLY HORTICULTURE SERVICES	220	43800	3190		007	\$1,196.00	\$1,196.00
MCGREGOR, JOSEPH	PASS APRESS TYPE: ANNUAL MEMBERSHIPS PA	220	22040				\$86.02	\$86.02
MENARDS CASHWAY LUMBER *MAPLEW	PARTS FOR SS DRAIN REPAIR	603	45850	2180		001	\$48.93	\$48.93
METROPOLITAN COUNCIL	SEWER SERVICE-OCTOBER 2016	602	45550	3670			\$149,121.81	\$149,121.81
METROPOLITAN COURIER CORPORATI	ARMORED CAR SERVICES: AUG 2016	101	40500	4890			\$88.75	\$355.00
		220	43800	4890			\$88.75	
		601	45050	4890			\$88.75	
		602	45550	4890			\$88.75	
MIA INVESTMENTS/EBAY.COM/HIGHR	REFUND MONITOR PARKS/R.CRUMB CREDIT CARD	101	40550	2180		001	-\$379.99	-\$379.99
MILLER, TIMOTHY	ZUMBAÜçS	220	22040				\$34.20	\$34.20
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE: 09-16-16	101	20435				\$187.43	
MINNESOTA DEPARTMENT OF REV -	ON ROAD DIESEL FUEL TAX: AUGUST 2016	701	46500	2120			\$229.14	\$229.14

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
MINNESOTA DEPARTMENT OF REV -	ANNUAL PETROLEUM SPECIAL FUEL LICENSE 16	701	46500	2120		003	\$25.00	\$25.00
MINNESOTA DEPARTMENT OF REVENUE	SALES USE TAX: AUGUST 2016	220	21810				\$10,974.00	\$12,151.00
		701	46500	2120		003	\$69.00	
		601	21810				\$1,095.00	
		101	40400	4890		001	-\$1.26	
		220	43800	3610			\$17.00	
		220	43800	2140			\$.26	
		225	43535	2170		002	-\$1.50	
		225	43535	2170		003	-\$1.50	
MINNESOTA ENVIRONMENTAL FUND	EMPLOYEE DEDUCTIONS: 09-16-16	101	20420				\$36.00	\$36.00
MINNESOTA PREMIER PUBLICATIONS	WATERPARK SEPT PRINT/WEB LIST MN PARENT	220	43800	2201			\$199.00	\$199.00
MINNESOTA REVENUE	ID #L1751494720	101	20435				\$94.41	\$94.41
MINTERWEISMAN CO DBA CORE-MARK	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$248.75	\$248.75
MOSCHO, JOHN	REFUND CLOSING OVRPYMT-5591 ROYAL OAKS	601	36190			003	\$20.82	\$20.82
MPM SCHOOL SUPPLIES.COM	PRESCHOOL SUPPLIES	225	43555	2170			\$70.32	\$70.32
MUNICIPAL BUILDERS INC	WTP CONSTRUCTION PROJ # 14-02	454	47000	5900			\$229,874.35	
MYFOOTBALLPLAYS.COM	FLAGFOOTBALL PLAY DESIGNER MEMBERSHIP/2	225	43510	2170		018	\$89.50	\$89.50
NEXT GEN TECHNOLOGY/PAYPAL.COM	(2)DISK DRIVES FOR HP HOST #6	101	40550	2180		001	\$90.00	\$90.00
NIEMCZYK, PEGGY SUE	RSV# 1354142 REFUND REFUND	220	22040				\$500.00	\$500.00
NORTHERN TOOL/BLUE TARP FINANC	PRESSURE WASHER REPAIR PARTS	220	43800	2240			\$16.60	\$16.60
NORTHSTAR CHAPTER APA	MONTHLY MEETING: KUSCHEL	101	40500	4500		001	\$25.00	\$25.00
NORTHSTAR CHAPTER APA	MONTHLY MEETING: HARVEY	101	40500	4500		001	\$25.00	\$25.00
HEID, TOM	EROSION RED 4259 SNAIL LK BLVD RES 16-88	101	22030				\$1,000.00	\$1,000.00
OLSON, SHANNON	RSV# 1354182 REFUND REFUND	220	22040				\$25.00	\$25.00
ORIENTAL TRADING COMPANY	PRESCHOOL SUPPLIES	225	43555	2170			\$41.96	\$41.96
PIZZA HUT	SUMMER DISCOVERY PIZZA PARTY	225	43535	2170		003	\$130.70	\$130.70
PIZZA HUT	SUMMER DISCOVERY PIZZA PARTY	225	43535	2170		003	\$114.98	\$114.98
PIZZA HUT	SUMMER DISCOVERY PIZZA PARTY	225	43535	2170		003	\$157.12	\$157.12
PIZZA HUT	SUMMER DISCOVERY PIZZA PARTY	225	43535	2170		003	\$66.78	\$66.78
PLUG'N PAY TECHNOLOGIES INC.	AUG/RETAIL/CC FEES	220	43800	4890		002	\$141.75	\$321.30
		225	43400	4890			\$179.55	
PLUG'N PAY TECHNOLOGIES INC.	AUG/ECOMM/CC FEES	220	43800	4890		002	\$3.25	
		225	43400	4890			\$50.67	\$53.92
POSTMASTER	DEPOSIT IN PERMIT IMPRINT 5606-SHOREVIEW	602	45550	3220	001		\$450.00	\$900.00
		601	45050	3220	001		\$450.00	
PRESTIGE POOLS	EROSION RED 559 LAKE RIDGE DR RES 16-88	101	22030				\$1,000.00	
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS: 09-16-16	101	21740				\$251.30	
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS: 09-16-16	101	21740				\$14,279.07	\$30,754.96
		101	21740				\$16,475.89	
PUBLIC UTILITIES AND WATERWORK	TRAINING J.KEDING DEC 12-14, 2016	603	45850	4500			\$549.00	\$549.00
Q3 CONTRACTING	STREET LIGHT INSTALL PROJECT 16-03	604	42600	5300			\$383.94	\$383.94
RAISING CANE'S RESTAURANTS	EROS & LANDSCAPE 3780 LEXINGTON RES 16-88	101	22030				\$3,500.00	\$19,437.50
		101	22020				\$15,937.50	
RAMSEY COUNTY PARKS & REC.	ICE RENTAL FEES FOR SKATING LESSONS	225	43580	3171			\$665.00	
RICOH USA INC.	MAINTENANCE: PAPER TRAY GRIP	101	40200	3850		002	\$92.00	
RIDGE, CASSANDRA	RSV# 1354151 REFUND REFUND	220	22040				\$500.00	\$500.00
RONHOLM, JAMES	500 TOURNAMENT	220	22040				\$10.00	\$10.00
SIDER, JENNIFER	RSV# 1354153 REFUND REFUND	220	22040				\$25.00	\$25.00
SLASON, VANCE	REFUND CLOSING OVRPYMT-818 MARTHA LK CT	601	36190			003	\$92.08	\$92.08
SINGH, ANAMIKA	REFUND CLOSING OVRPYMT-5712 DONEGAL DR	601	36190			003	\$35.77	\$35.77
SOUTH CENTRAL COLLEGE	EMPLOYMENT TAXES/EMPLOYER RESPONSIBILITY	101	40500	4500		016	\$20.00	\$20.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
STAR TRIBUNE	STAR TRIB SUBSCRIPTION 5/20-8/19/16	101	40200	4330		009	\$42.25	\$42.25
SUSA ONE DAY SCHOOL	ONE DAY SUSA CLASS	601	45050	4500		003	\$500.00	\$600.00
		601	45050	4500		002	\$100.00	
SZONDY, LORRAIN	500 TOURNAMENT	220	22040				\$10.00	\$10.00
TARGET STORE	PHOTO CONTEST SUPPLIES	101	40400	4890		001	\$12.38	\$12.38
TARGET STORE	KITCHENAID TOASTER/CITY HALL LUNCHROOM	101	40200	4890		001	\$69.99	\$69.99
TDS METROCOM	TELEPHONE SERVICES	101	40200	3210		003	\$1,074.05	\$1,422.59
		101	43710	3210			\$250.93	
		601	45050	3210			\$97.61	
THEIS, MILLY	PASS APRESS TYPE: ANNUAL MEMBERSHIPS PA	220	22040				\$190.98	\$190.98
THOMAS W MEYER	PERMIT REFUND 2016-02209	101	32580				\$40.00	
		101	20802				\$1.00	\$41.00
TOM RYAN REMODELING	EROSION RED 5695 BIRCH TR RES 16-88	101	22030				\$500.00	\$500.00
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX: 09-16-16	101	21710				\$24,937.33	
		101	21730				\$30,163.08	
		101	21735				\$7,054.32	\$62,154.73
TRI TECH DISPENSING	REPAIRS TO ICE MACHINES IN KITCHENS	220	43800	3890			\$287.50	\$287.50
U S BANK CREDIT CARD FEES	AUG 2016 CREDIT CARD FEES	220	43800	4890		002	\$3,317.50	
		225	43400	4890			\$6,031.31	
UNITED PARCEL SERVICE.COM	SHIPPING CHARGE FOR LOCK REPAIRS	220	43800	2240			\$25.50	\$25.50
UNITED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS: 09-16-16	101	20420				\$38.00	
USA FOOTBALL.COM	FLAG FOOTBALL JERSEY & EQUIPMENT	225	43510	2170		018	\$2,228.82	\$2,228.82
VARIDESK LLC.COM	SIT/STAND WORKSTATION/K. HARVEY	101	40550	2010		004	\$495.00	\$495.00
WARD, RICHARD	RSV# 1354180 REFUND REFUND	220	22040				\$25.00	\$25.00
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$350.32	\$394.40
		101	40800	2180			\$44.08	
WILD MOUNTAIN	TAYLORS FALLS SENIOR DAY TRIP	225	43590	3174		004	\$387.78	\$387.78
WIMACTEL INC.	PAYPHONE TELEPHONE	101	40200	3210		001	\$60.00	\$60.00
WORTHINGTON DIRECT	PRESCHOOL TABLES	225	43555	2170			\$845.62	\$845.62
XCEL ENERGY	SIRENS: ELECTRIC	101	42050	3190			\$56.98	
XCEL ENERGY	STREET LIGHTS: ELECTRIC	604	42600	3610			\$13,136.25	\$13,136.25
XCEL ENERGY	STORM SEWER LIFT STATION: ELECTRIC	603	45850	4890		003	\$458.09	\$458.09
XCEL ENERGY	SURFACE WATER: ELECTRIC	603	45900	3610			\$110.52	\$110.52
XCEL ENERGY	SIREN METER 19231847: ELECTRIC.	101	42050	3190			\$16.13	\$16.13
XCEL ENERGY	BOOSTER STATION: ELECTRIC	601	45050	3610			\$207.10	\$207.10
XCEL ENERGY	MAINTENANCE CENTER: ELECTRIC/GAS	701	46500	3610			\$2,534.03	\$2,609.33
		701	46500	2140			\$75.30	
XCEL ENERGY	TRAFFIC SIGNAL SHARED W/NORTH OAKS:ELECT	101	42200	3610			\$47.29	
XCEL ENERGY	COMMUNITY CENTER: ELECTRIC/GAS	220	43800	2140			\$1,652.09	\$26,661.96
		220	43800	3610			\$25,009.87	
XCEL ENERGY	SLICE OF SHOREVIEW: ELECTRIC	270	40250	3610			\$13.72	
XCEL ENERGY	TRAFFIC SIGNAL SHARED W/ARDEN HILLS:ELEC	101	42200	3610			\$54.06	\$54.06
XCEL ENERGY	WELLS/WATER TREATMENT PLANT:ELECTRIC/GAS	601	45050	3610			\$17,430.22	\$17,716.47
		601	45050	2140			\$286.25	
XCEL ENERGY	WATER TOWERS: ELECTRIC	601	45050	3610			\$62.06	
ZUETTEL, SONNY	500 TOURNAMENT	220	22040				\$10.00	\$10.00


Total of all invoices: \$824,384.01


City of Shoreview
4600 Victoria Street North
Shoreview MN 55126

Date	Comment line on check	Invoice number	Amount
08-31-16	WTP CONSTURCTION SERVICES CP 14-02	49875 ✓	\$21,329.78 ✓

Return to:

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$

Reviewed by:  7/20/16
 (signature required) Tom Wesolowski

Approved by:  ✓
 (signature required) Terry Schwerm

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
4600 Victoria Street North
Shoreview MN 55126

Voucher Number	58,650	Council approved March 7, 2016
Vendor number	00239 1	2016
Vendor name	FLEXIBLE PIPE TOOL COMPANY /	
Address	30577 PEARL DRIVE ST JOSEPH, MN 56374 —	

Date	Comment line on check	Invoice number	Amount
08-16-16	CAMERA EQUIPMENT TRUCK MOUNTED UNIT 308	20298 /	\$169,921.00 /

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

☒ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☐ Cooperative purchasing venture consideration requirement does not apply.

Return to:

Account Coding

Amount

701 46500 5800

\$169,921.00

Is sales tax included on invoice?

Not Taxable

If no, amount subject to sales use tax

\$

Reviewed by:

(signature required) Dan Curley

Approved by:

(signature required) Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.

If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
4600 Victoria Street North
Shoreview MN 55126

Voucher Number	58,667
Vendor number	00416 1 2016
Vendor name	METROPOLITAN COUNCIL
Address	PO BOX 856513 MINNEAPOLIS MN 55485-6513

Date	Comment line on check	Invoice number	Amount
09-07-16	SEWER SERVICE-OCTOBER 2016	1059239	\$149,121.81

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to:

Account Coding

Amount

602 45550 3670	\$149,121.81

Is sales tax included on invoice?

☒ Not Taxable

If no, amount subject to sales use tax

\$

Reviewed by:

(signature required) Debbie Engblom

Approved by:

(signature required) Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000. If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
4600 Victoria Street North
Shoreview MN 55126

Voucher Number	58,737
Vendor number	01734 1 2016
Vendor name	MUNICIPAL BUILDERS INC
Address	17125 ROANOKE STREET NW ANDOVER MN 55304

Date	Comment line on check	Invoice number	Amount
09-16-16	WTP CONSTRUCTION PROJ # 14-02	015	\$229,874.35

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to: _____

Account Coding	Amount
454 47000 5900	\$229,874.35

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: <u>Tom Wesolowski</u> 9/16/16 (signature required) Tom Wesolowski	
Approved by: <u>Terry Schwerm</u> (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	


City of Shoreview
4600 Victoria Street North
Shoreview MN 55126


Date	Comment line on check	Invoice number	Amount
09-19-16	BUCHER LIFT STATION DESIGN CP 15-13	4	\$22,322.75

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Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$

Reviewed by:  9/26/14
 (signature required) Tom Wesolowski

Approved by: 
 (signature required) Terry Schwerm

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
4600 Victoria Street North
Shoreview MN 55126

Voucher Number	58,933
Vendor number	20228 1 2016
Vendor name	MEDICA <
Address	NW 7958 PO BOX 1450 MINNEAPOLIS MN, 55485-7958

Date	Comment line on check	Invoice number	Amount
09-12-16	HEALTH INSURANCE: OCT 2016	C0041521113	\$66,308.93

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to:

Account Coding

Amount

101 20410

\$66,308.93

Is sales tax included on invoice?

Not Taxable

If no, amount subject to sales use tax

\$

Reviewed by:

(signature required) Kathy Harvey

Approved by:

(signature required) Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.

If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
4600 Victoria Street North
Shoreview MN 55126

Voucher Number	58,919
Vendor number	01174 1 2016
Vendor name	CANADIAN PACIFIC RAILWAY COMPANY
Address	PO BOX 71978 CHICAGO IL 60694-1978

Date	Comment line on check	Invoice number	Amount
09-22-16	RR QUITE ZONE - LABOR - OWASSO BLVD N	1800100402	\$31,477.83

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to:

Account Coding

Amount

579 47000 5900

\$31,477.83

Is sales tax included on invoice?

Not Taxable

If no, amount subject to sales use tax

\$

Reviewed by:

(signature required) Tom Wesolowski

Approved by:

(signature required) Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.

If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
4600 Victoria Street North
Shoreview MN 55126

Voucher Number	58,920
Vendor number	01174 1 2016
Vendor name	CANADIAN PACIFIC RAILWAY COMPANY /
Address	PO BOX 71978 - CHICAGO IL 60694-1978

Date	Comment line on check	Invoice number	Amount
09-23-16	RR QUITE ZONE - LABOR JERROLD AVE	1800100408	\$33,538.07

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to:

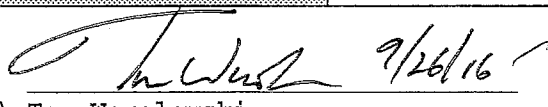
Account Coding Amount


579 47000 5900	\$33,538.07

Is sales tax included on invoice?

Not Taxable

If no, amount subject to sales use tax \$

Reviewed by:  9/26/16
(signature required) Tom Wesolowski

Approved by: 
(signature required) Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
4600 Victoria Street North
Shoreview MN 55126

Voucher Number	58,915
Vendor number	20390 1 2016
Vendor name	BS & A
Address	14965 ABBEY LNE BATH, MI 48808

Date	Comment line on check	Invoice number	Amount
09-22-16	FINANCIAL SOFTWARE 1ST INSTALLMENT	108945 /	\$105,745.00 ~

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

[] Purchase was made through the state's cooperative purchasing venture.

[] Purchase was made through another source. The state's cooperative purchasing venture was considered.

[X] Cooperative purchasing venture consideration requirement does not apply.

Return to:

Account Coding Amount

422 40550 5750	\$105,745.00

Is sales tax included on invoice?

Not Taxable

If no, amount subject to sales use tax

\$

Reviewed by:

(signature required) Fred Espe

Approved by:

(signature required) Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000. If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

TREE TRIMMER 2016 LICENSE APPLICATION

Moved by Councilmember _____

Seconded by Councilmember _____

To approve the Tree Trimmer License Application as listed on the attached report dated October 3, 2016.

ROLL CALL:

AYES

NAYS

Johnson

Quigley

Wickstrom

Springhorn

Martin

October 3, 2016

Regular Council Meeting

TO: MAYOR, CITY COUNCIL, AND CITY MANAGER

FROM: MARY LUCHT
PUBLIC WORKS

DATE: SEPTEMBER 30, 2016

SUBJ: AUTHORIZE THE 2016 LICENSE FOR NEW TREE TRIMMER

INTRODUCTION

The City typically processes annual tree trimmer license applications in December; however, we recently received an application from Xm Lakes LLC, located in, Delano, Mn. They would like to be included in our current list of licensed tree trimmers for the City of Shoreview. The required \$50 license application fee has been paid and insurance documentation has been provided.

RECOMMENDATION

Staff recommends the Council authorize the 2016 license application for Xm Lakes LLC, and approve them to provide tree trimmer service for Shoreview residents.

CITY OF SHOREVIEW - LICENSE APPLICATIONS
October 3, 2016

<u>LICENSE #</u>	<u>BUSINESS NAME</u>	<u>TYPE</u>
2016-00042	Xm Lakes LLC	Tree Trimmer

The above licenses are recommended for approval: _____
License/Permit Clerk

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No. 16-91 appointing the Election Judges for the 2016 General Election to be held on November 8, 2016.

ROLL CALL: AYES _____ NAYS _____

JOHNSON _____

QUIGLEY _____

SPRINGHORN _____

WICKSTROM _____

MARTIN _____

TO: MAYOR AND COUNCILMEMBERS

FROM: AMY TRUHLAR
DEPUTY CLERK

SUBJECT: APPOINTMENT OF ELECTION JUDGES

DATE: SEPTEMBER 30, 2016

According to Minnesota Statute 204B.21, Subd. 2, election judges need to be appointed 25 days before the election at which the election judge will serve.

The attached list includes individuals that are qualified to be election judges, pursuant to Minnesota Statutes 204B.19. Staff recommends approval of the list of election judges for the general election to be held on November 8, 2016.

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD OCTOBER 4, 2016**

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on October 4, 2016 at 7:00 p.m.
The following members were present:

and the following members were absent:

Member _____ introduced the following resolution and moved its adoption.

**RESOLUTION NO. 16-91
APPOINTMENT OF ELECTION JUDGES
2016 GENERAL ELECTION**

WHEREAS, the City Clerk has submitted a list of Election Judges for the 2016 General Election to be held on November 8, 2016.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Shoreview, Minnesota, that the following persons be appointed as official Election Judges:

Rose Moeckel	Gail Whereatt	Lynne Bucher
Ann Dehn	Susan Haram	Sophie Oliver
Suzanne Barlow	Carol Birkeland	Bob Quick
Maryland Soyett	Marsha Sullivan	Paul Streeter
Cindy LaBerge	Fran Dolan	Jean Stottlemeyer
April Alfuth	Peter Wyckoff	Mary O'Neill
Barb Wegleitner	June Pfeiffer	Jeanne Eisenbarth
Ellen Holmgren	Lisa Hayes-Burt	Laurie Gaschott
Donald Garvey	Sandra Fagerberg	Philip Savoie
Steve Lane	Chris Doyle	Heidi Fletcher
Lynn Moore	Susan Rengstorf	Murt Seltz
Sheila Otto	Rose Larson	Garrett Lysiak
Jim DeJarlais	Roberta Dahlke	Lynn Holmgren
Gloria Stiehl	Judith Teerlinck	Sylvia Bruns-Peters
Vicki Eddleston	Phyllis Martin	Claudia Hendrickson
Syd Jensen	Mary Callander	Mary Beth Higgins
Betty Roth	Kathleen Casey	Ruth Zieper
Mary Clark	Colleen Feldman	Susan Mitchell

Betty Straube
Marleen Smith
Gerry Wenner
Frank Mabley
James Martin
Kathleen McCarthy
Dave Nelson
Kent Peterson
Ann Maslansky-Takahashi
Kris Wenner
Jeffery Larsen
Jodi Hultgren
Laurie Kuduk
Donald Jurek
Geraldine Doerr
Silvia Hanson
Mary Lesch-Gormley
Gail Carlson
Jerry Jacobs
Bob McDonald
Sharon Deisinger

Bruce Sampson
James Gag
Gene Hokkala
Jade Brandt
Irinel Ardeleanu
Judy Johnson
Christine Lund
Joyce Iverson
Roleen Marchetti
Lorraine Tucker
Mary Kerr
Barbara Reigstad
Jim Schwartz
Michelle Molenaar
Mike Connolly
Jill Genaw
Johnny Cummins
Barbara Larsen
Susan Fuller
Jane Queensland

Jeanette Schneider
Bob Gunter
Tom Reynen
William Dahlke
Debra Blahosky
Lois Holm
James Mulholland
Judith Murakami
Scotty Wild
Donna Yates
Paula Zandstra
Kathy Klug
Connie Phillips
Mary DeJarlais
Mel Hokkala
Eleanore Troxel
Mary Peterson
Donald Glander
Johanna Zschomler
Joe Stepka

The Deputy Clerk may appoint other individuals to serve as election judges if necessary.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 4th day of October, 2016.

STATE OF MINNESOTA)

COUNTY OF RAMSEY)

CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 4th day of October, 2016, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to the appointment of election judges for the 2016 General Election.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this ____ day of October, 2016.

Terry Schwerm, City Manager

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve an easement modification agreement with Rick and Janet Moser for the property at 4330 Lakepoint Court and authorizing the Mayor and City Manager to sign the agreement.

ROLL CALL:	AYES _____	NAYS _____
JOHNSON	_____	_____
QUIGLEY	_____	_____
SPRINGHORN	_____	_____
WICKSTROM	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING
OCTOBER 3, 2016

TO: MAYOR, CITY COUNCIL, CITY MANAGER
FROM: TOM WESOLOWSKI – CITY ENGINEER
DATE: SEPTEMBER 28, 2016
SUBJ: APPROVAL OF EASEMENT MODIFICATION AGREEMENT
RICK & JANET MOSER, 4330 LAKEPOINT COURT

INTRODUCTION

An easement modification agreement for the property at 4330 Lakepoint Court is presented to the City Council for consideration. A copy of the agreement is attached.

BACKGROUND

The City has an easement over sanitary sewer infrastructure that crosses a portion of the property at 4330 Lakepoint Court. The easement is highlighted on Exhibit B of the attached Agreement. The house on the property was constructed in 1976 and was placed very close to the easement. A large screen porch was added later and a majority of the porch was constructed over the easement and City infrastructure. The location of the house and porch are shown on the attached Exhibit B.

DISCUSSION

The current property owners, Rick and Janet Moser, are in the process of selling their home, but have had difficulties with title insurance companies because the porch is located over the easement and City infrastructure. The porch was in place when the Moser's purchased the home and they were not made aware of the encroachment until after they had purchased the home.

When the Moser's started the process of selling their home and found out that the encroachment was causing an issue with title insurance companies, they approached City staff to discuss options of how to address the encroachment. The location of the porch over the infrastructure has not affected the operation or maintenance of the sanitary sewer piping. Also, whenever possible the City uses trenchless technologies to rehabilitate piping, which does not require disturbing the surface of the ground. Based on that information it was determined that the infrastructure could be left in place without affecting the porch.

To satisfy the requirements of the title companies an agreement was needed between the City and the Moser's to address the encroachment of the porch. During the process of developing the agreement it was determined a provision was required in case the sanitary sewer could not be rehabilitated and new sanitary sewer infrastructure needed to be installed. To address that item the Moser's have agreed to grant the City an easement that is located north of the porch, that would allow the installation of new sanitary sewer

infrastructure without disturbing the existing porch. The location of the proposed easement is shown on the attached Exhibit B.

The agreement allows the porch to remain and gives current and future property owners the right to repair or rebuild the porch in the same location. This agreement will meet the requirements of the title insurance companies. The City Attorney was included in the process of developing the agreement and is comfortable with the language of the agreement.

If the agreement is approved by the Council, the easement process will be completed and filed with the County.

RECOMMENDATION

It is recommended that the City Council approve the easement modification agreement with Rick and Janet Moser for the property at 4330 Lakepoint Court, and authorize the Mayor and City Manager to sign the above-referenced agreement.

EASEMENT MODIFICATION AGREEMENT

This Agreement is made and entered into this ____ day of October, 2016 by and between the City of Shoreview, a Minnesota municipal corporation ("City") and Rick S. Moser and Janet E. Moser, husband and wife ("Moser").

WHEREAS, the Moser's are the fee owners of real property situated in the County of Ramsey, State of Minnesota, legally described as follows, to wit:

Lot 1, Block 1, Pohl's Lakepoint Addition, according to the recorded plat thereof ("Property").

WHEREAS, the City is the owner and holder of an Easement granting it the right to construct, maintain, repair and replace a sanitary sewer over and across the Property as evidenced by that Grant of Easement filed for record in the Office of the Ramsey County Recorder as Document No.: 542462 ("Easement"), and;

WHEREAS, the screen porch attached to the home located on the Property encroaches upon the Easement area, and;

WHEREAS, the Mosers have requested that the City modify its Easement to allow the encroaching screen porch to remain in its present location and undisturbed, and;

WHEREAS, the City is agreeable to allow the encroachment to remain in its present location and undisturbed in return for the grant of a new easement.

NOW, THEREFORE, in consideration of the mutual benefits derived herefrom it is hereby agreed by and between the City and Moser that the City in conducting any repairs or maintenance to the existing sanitary sewer line shall not disturb the surface of the Easement area. That all repair and maintenance activities conducted by the City shall be done under ground. All existing improvements, consisting of the home and attached screened porch shall not be disturbed by the City in conducting repair and maintenance activities. That in the event the City, in exercising its rights granted in this Agreement, disturbs or otherwise damages an improvement constructed within, or around, the Easement area described in the Easement, the City shall expeditiously prosecute the completion of said repair, construction, reconstruction or maintenance, at its sole expense, and shall immediately restore and repair to the extent practicable the disturbed area to the same condition that existed prior to the commencement of said repairs, construction, reconstruction or maintenance.

That Mosers, their respective successors and assigns, will be allowed to repair or re-build the existing screen porch within the existing easement area, with no expansion, and subject to City plan approval.

That the Mosers hereby grant the City, its successors and assigns, a new permanent easement and temporary construction easement for the purpose of constructing, maintaining, repairing and

replacing the existing sanitary sewer over and across that part of the Property described on Exhibit A attached hereto, and graphically depicted on Exhibit B attached hereto.

That Moser hereby warrants and represents the new easement area is free from encroachments and improvements. That Moser, their successors and assigns, will not construct or install any improvement to the new easement area and the new easement area will remain free from all encroachments.

That the City will not be responsible for any repair or replacement of any encroachment located in the new easement area.

This Easement is binding upon and shall inure to the benefit of the parties hereto, and their respective successors and assigns. It is intended that the Easement granted hereby is perpetual and shall run with the land.

That at such time as the City, at its sole discretion, deems it necessary to replace the existing sanitary sewer, it will construct the new sanitary sewer within the easement area described on Exhibit A attached hereto. That upon completion of construction of the new sanitary sewer the City shall abandon the existing sanitary sewer and transfer its easement rights from the existing easement area described in Document No. 542462 to the easement area described in Exhibit A attached hereto.

That the temporary construction easement shall terminate six (6) months after completion of construction of the new sanitary sewer. The City shall prepare and deliver an affidavit stating that construction of the new sanitary sewer has been completed. Said Affidavit shall be conclusive evidence that the City has transferred its rights from the easement area now described in Document No. 542462 to the easement area described on Exhibit A attached hereto.

That except as hereby amended, all existing terms set forth in that Grant of Easement filed for record as Document No. 542462 shall remain unchanged.

IN WITNESS WHEREOF, the parties have hereunto set their hands the day and year first written above.

CITY OF SHOREVIEW

Rick S. Moser

By: _____

Its: Mayor _____

Janet E. Moser

By: _____

Its: City Manager _____

Signature page to that Easement Modification Agreement dated October ____, 2016 by and between the City of Shoreview and Rick S. Moser and Janet E. Moser.

ACKNOWLEDGMENT

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of October, 2016 by Rick S. Moser and Janet E. Moser, husband and wife, as their free act and deed.

Notary Public

STATE OF MINNESOTA)
)ss.
COUNTY OF RAMSEY)

The foregoing instrument was acknowledged before me this _____ day of October, 2016 by Sandra C. Martin, as Mayor and Terry Schwerm, as City Manager of the City of Shoreview, a Minnesota municipal corporation, on behalf of the corporation.

Notary Public

This Instrument was drafted by:
Kelly & Lemmons, P.A.
223 Little Canada Road E., Suite 200
St. Paul, Minnesota 55117
(651) 224-3781

Acknowledgement page to that Easement Modification Agreement dated October ____, 2016 by and between the City of Shoreview and Rick S. Moser and Janet E. Moser.

EXHIBIT A

PROPOSED UTILITY AND CONSTRUCTION EASEMENTS

A 10 foot wide perpetual easement for utility purposed over, under and across that part of Lot 1, Block 1, POHL'S LAKEPOINT ADDITION, Ramsey County, Minnesota having a centerline described as commencing at the southeast corner of said Lot 1; thence on an assumed bearing of North 34 degrees 41 minutes 30 seconds East along the easterly line of said Lot 1 a distance of 105.21 feet to the point of beginning of the easement to be described; thence North 48 degrees 16 minutes 49 seconds West a distance of 67.20 feet; thence South 71 degrees 33 minutes 35 seconds West a distance of 43.01 feet to the westerly line of said Lot 1 and said centerline there terminating. Together with a 20 foot wide temporary construction easement having the same said centerline as described above. Said temporary construction easement to expire pursuant to the terms of this Agreement.

"EXHIBIT B"

SKETCH & DESCRIPTION

~for~ Rich & Jan Moser

4330 Lakepoint Court
Shoreview MN

LEGAL DESCRIPTION

Lot 1, Block 1, POHL'S LAKEPOINT ADDITION, Ramsey County, Minnesota.

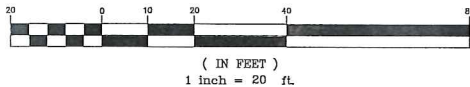
Vacation Description

That part of the 10 foot utility easement recorded as Document No. 542462 lying over, under and across Lot 1, Block 1, POHL'S LAKEPOINT ADDITION, Ramsey County, Minnesota.

New Easement Descriptions

A 10 foot wide perpetual easement for utility purposed over, under and across that part of Lot 1, Block 1, POHL'S LAKEPOINT ADDITION, Ramsey County, Minnesota having a centerline described as commencing at the southeast corner of said Lot 1; thence on an assumed bearing of North 34 degrees 41 minutes 30 seconds East along the easterly line of said Lot 1 a distance of 105.21 feet to the point of beginning of the easement to be described; thence North 48 degrees 16 minutes 49 seconds West a distance of 67.20 feet; thence South 71 degrees 33 minutes 35 seconds West a distance of 43.01 feet to the westerly line of said Lot 1 and said centerline there terminating. Together with a 20 foot wide temporary construction easement having the same said centerline as described above. Said temporary construction easement to expire on _____.

GRAPHIC SCALE



NOTES

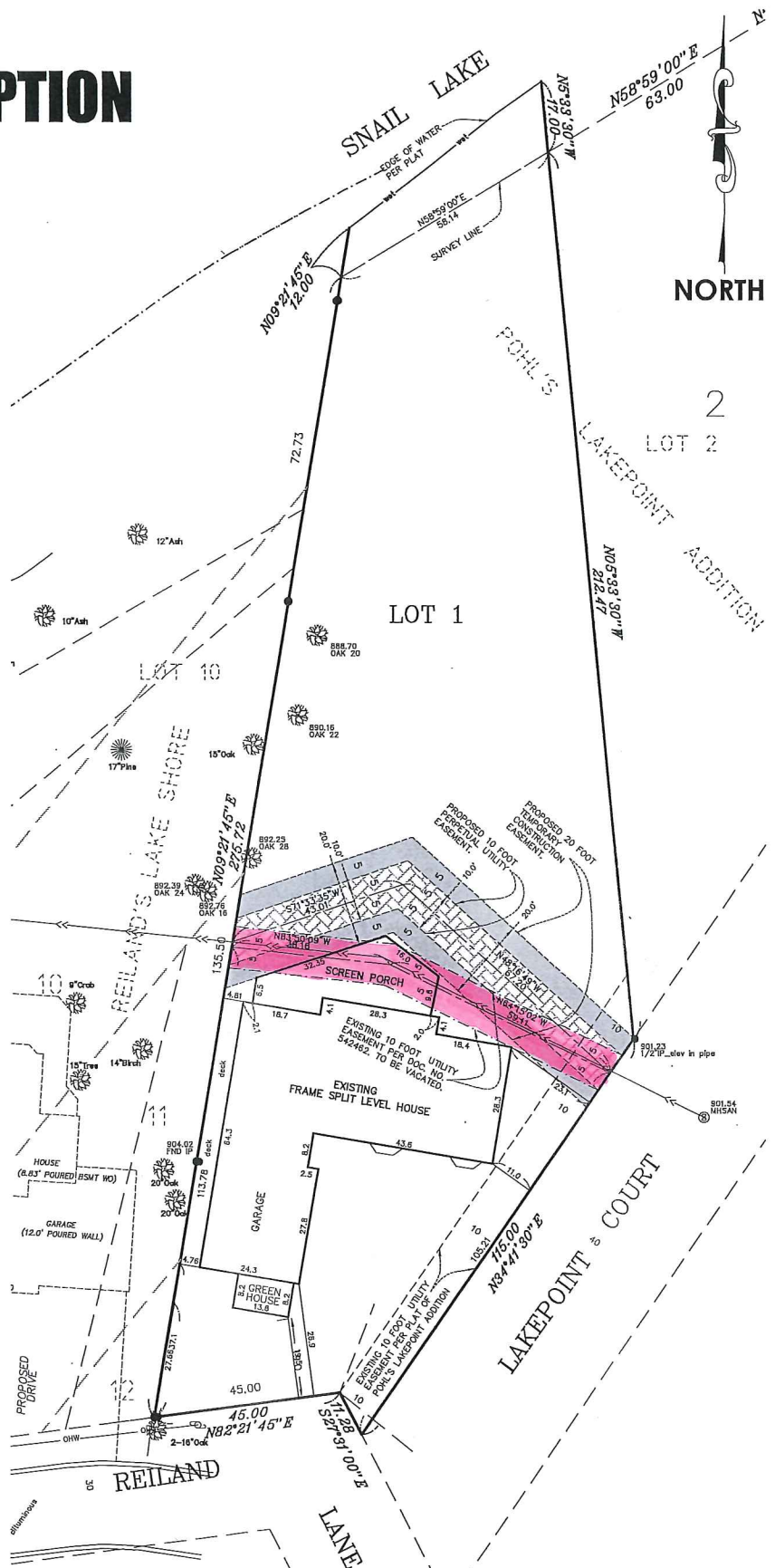
- Field survey was completed by E.G. Rud and Sons, Inc. on August 2nd, 2016 and was restricted to the location of the rear home structure on Lot 1. Additional existing house location taken from survey by Comstock and Davis Inc. dated 5/17/94.
- Proposed sanitary sewer location taken from plans by Plowe Engineering dated 7/15/16.
- Bearings shown are on an assumed datum (Plat datum).
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

Daniel W. Obermiller
DANIEL W. OBERMILLER

Date: 8/03/16 License No. 25341

E. G. RUD & SONS, INC.
EST. 1977
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701



DRAWN BY: dwo		JOB NO: 16620ED	DATE: 8/03/16
CHECK BY: dwo		SCANNED <input type="checkbox"/>	
1			
2			
3			
NO.	DATE	DESCRIPTION	BY

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No.16-93 approving Change Order No. 2 in the amount of \$28,708.50 for the Gramsie Road Rehabilitation, City Project 16-05.

ROLL CALL:	AYES	NAYS
JOHNSON	_____	_____
QUIGLEY	_____	_____
SPRINGHORN	_____	_____
WICKSTROM	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING
OCTOBER 3, 2016

TO: MAYOR, CITY COUNCIL, CITY MANAGER
FROM: DAVID YANG, STAFF ENGINEER
DATE: SEPTEMBER 28, 2016
SUBJECT: GRAMSIE ROAD REHABILITATION, CITY PROJECT 16-05

INTRODUCTION

The attached Change Order No. 2 has been prepared by staff and must be approved by the City Council in order to modify the contract.

BACKGROUND

On May 2, 2016, the City Council awarded a contract to Northwest Asphalt in the amount of \$531,883.42, for the Gramsie Road Rehabilitation, City Project 16-05. On September 6, 2016 the City Council approved Change Order No.1, in the amount of \$183, 231.00.

DISCUSSION

Additional grading and the movement of more reclaimed material than anticipated was required to re-establish the design grade of the road and facilitate drainage on the east end of the project where significant settlement had occurred. The original contract included the rehabilitation of a limited number of catch basin structures. Once the road rehabilitation work started it was determined all the catch basin structures should be rehabilitated to improve their structural integrity and prolong their use for the life of the rehabilitated pavement. Traffic signal loops at the intersection of Victoria Street also had to be replaced that were removed during the road reclamation. The additional worked totaled \$26,776.00.

Modifications to the settled roadway resulted in the adjacent trail being raised, which expanded the construction area and required silt fence to retain sediments. This additional item totaled \$1,632.50.

Additional traffic control signs that were not expected were required during construction. This additional item totaled \$300.

Pay items have been added to the contract as shown on the attached Change Order No.2 and are summarized below:

Gramsie Road Improvements	\$ 26,776.00
Erosion Control	\$ 1,632.50
Traffic Control	<u>\$ 300.00</u>
Total Change Order #2	\$ 28,708.50

Change Order No.2 will increase the contract amount to \$743,852.70. Funding for Change Order No.2 will be from Municipal State Aid Funds.

RECOMMENDATION

It is recommended that Council adopt the attached proposed resolution 16-93, approving Change Order No. 2 for the Gramsie Road Rehabilitation, City Project 16-05.

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

HELD OCTOBER 3, 2016

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on October 3, 2016 at 7:00 pm. The following members were present:

;

and the following members were absent:

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 16-93
APPROVING CHANGE ORDER NO. 2
FOR THE
GRAMSIE ROAD REHABILITATION
CITY PROJECT 16-05

WHEREAS, On May 2, 2016 the City Council awarded a contract to Northwest Asphalt, Inc. the Gramsie Road Rehabilitation, City Project 16-05, and authorized the Mayor and City Manager to sign said contract, and

WHEREAS, the original contract amount is \$531,883.42, and

WHEREAS, Change Order No.1, in the amount of \$183,231.00, was approved on September 6, 2016, increasing the contract amount to \$715,144.20, and

WHEREAS, Change Order No.2, in the amount of \$28,708.50, has been prepared in order to address certain changes or modifications to the original contract, and

WHEREAS, said changes and modifications to the project will increase the contract amount to \$743,852.70, and

WHEREAS, the Director of Public Works has recommended approval of proposed Change Order No.2.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Shoreview, Minnesota:

1. That Change Order No.2, in the amount of \$28,708.50, resulting in a revised contract

amount of \$743,852.70 is hereby approved, and

Resolution No. 16-93
Page Two

2. That Change Order No.2 will be funded by Municipal State Aid Funds.

The motion for the adoption of the foregoing resolution was duly seconded by Member and upon vote being taken thereon, the following voted in favor thereof:

the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 3rd day of October, 2016.

STATE OF MINNESOTA)
)
COUNTY OF RAMSEY)
)
CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 3rd day of October, 2016, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to the approval of Change Order No.2, for the Gramsie Road Rehabilitation, City Project 16-05.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 4th day of October, 2016.

SEAL

Terry C. Schwerm
City Manager



NORTHWEST ASPHALT

STAGECOACH ROAD SHAKOPEE, MN 55379-2797

PHONE: 952-445-1003 FAX: 952-445-1056 nwasphalt.net

Shoreview Gramsie Rd

Extra's/CO's

Radial dome add- \$1900 + 10% GC markup	\$2090
18 cb adjusts beyond bid qty \$250 add each	\$4500
147' curb at cb's x \$30(-\$18 bid price)	\$1764
Loops 7 x \$1320	\$9240
Adjust water mh	\$580
Adjust gv	\$350
Silt fence and removal 653' x \$2.50	\$1632.50(removal in 2017)
Island digout- 2 hrs bobcat x \$125	\$250
Prewarn Signs(Safety Signs)	\$300

Raise grade at trail 318 sy x \$9, sawcut and remove bit 18 sy x \$10, 2'' trail pave 32 ton x \$155 \$8002

Bit wear density incentive +25.85 ton added to qtys

Remove excess reclaim- have recorded 2418 truck yds off site, +/-1700 cy.
19590 sy at 3.5'' bit section is 1900 cy, less 700 proposed for grade change is 1200 cy per bid. Can you look at your existing vs built grades and see what volume it should have taken for grade changes.

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve Resolution No. 16-92 establishing the project and ordering the preparation of a report determining the feasibility of street/infrastructure reconstruction of Colleen and Dawn Avenues and Rustic Place, City Project 17-01.

ROLL CALL: AYES **NAYS**

JOHNSON _____

QUIGLEY _____

SPRINGHORN

WICKSTROM

MARTIN

REGULAR COUNCIL MEETING
OCTOBER 3, 2016

#17-01

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: DAVID YANG, STAFF ENGINEER

DATE: SEPTEMBER 26, 2016

SUBJECT: COLLEEN & DAWN AVENUES & RUSTIC PLACE
RECONSTRUCTION, CITY PROJECT # 17-01
ESTABLISH PROJECT & AUTHORIZE THE PREPARATION OF A
FEASIBILITY REPORT

INTRODUCTION

Street reconstruction projects are typically initiated by the City Council directing the City Engineer to prepare a feasibility report describing the proposed improvements. Pursuant to the Chapter 429 of State Statutes, and consistent with the City's past practice on roadway improvement projects, it is required that the Council authorize the preparation of a feasibility report for the Colleen & Dawn Avenues & Rustic Place Road Reconstruction, City Project 17-01.

DISCUSSION

Shoreview's Capital Improvement Program includes the reconstruction of Colleen Avenue from Rustic Place to Rice Street, Dawn Avenue from Hodgson Road to Rice Street, and Rustic Place from Galtier Street to Dennison Avenue. See the attached map showing the location of the roadways considered for reconstruction in 2017.

The first step of the project development process is to authorize the preparation of a feasibility report. The feasibility report will include an evaluation of the existing street, storm sewer, sanitary sewer, and water main infrastructure. The report will also include a cost estimate of any proposed improvements and identify sources of funding. Based on this estimate and the need for improvements, the report will determine if the proposed improvements are technically and financially feasible.

SCHEDULE

Data collection and soil borings for next year's planned project will be commencing shortly. A public informational meeting to provide residents with a general overview of the design, construction, and assessment process for the project will be scheduled in November 2016. Construction of the proposed project, if ordered, would not begin until the spring of 2017.

RECOMMENDATION

It is recommended that the City Council adopt Resolution 16-92 establishing the project and ordering the preparation of a feasibility report for the reconstruction of Colleen and Dawn Avenues and Rustic Place.

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD OCTOBER 3, 2016**

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on October 3, 2016 at 7:00 p.m. The following members were present:

;

and the following members were absent:

Councilmember introduced the following resolution and moved its adoption.

RESOLUTION NO. 16-92

**ORDERING PREPARATION OF A FEASIBILITY REPORT
FOR THE
COLLEEN & DAWN AVENUES & RUSTIC PLACE
ROAD RECONSTRUCTION,
CITY PROJECT 17-01**

WHEREAS, the City's adopted Capital Improvement Program includes a project involving the reconstruction of Colleen Avenue from Rustic Place to Rice Street, Dawn Avenue from Hodgson Road to Rice Street, and Rustic Place from Galtier Street to Dennison Avenue, and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to the Minnesota Statutes, Chapter 429.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SHOREVIEW, MINNESOTA:

1. The Colleen/Dawn/Rustic Road Reconstruction is hereby established as City Project 17-01.
2. That the proposed improvement be referred to the City Engineer for study and that he is instructed to report to the Council with all convenient speed advising them in a preliminary way as to whether the proposed improvement is feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

The motion for the adoption of the foregoing resolution was duly seconded by Member and upon vote being taken thereon, the following voted in thereof: ;

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 3rd day of October 2016.

STATE OF MINNESOTA)
)
COUNTY OF RAMSEY)
)
CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 3rd day of October 2016, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to ordering the feasibility report for the Colleen/Dawn/Rustic Road Reconstruction, City Project 17-01.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 4th day of October 2016.

Terry Schwerm
City Manager

SEAL

City Project #17-01

Reconstruction

1 inch = 300 feet

Date: 9/28/2016

